

**REQUEST FOR PROPOSALS**  
**PERMANENT SUPPORTIVE HOUSING (PSH)**

**Solicitation No. 5862**

**ADDENDUM NO. 1**

**Issue Date: January 18, 2024**

This Addendum containing the following revisions, additions, deletions and/or clarifications, is hereby made a part of this solicitation and Contract Documents for the above-named project. Bidders/Proposers shall take this Addendum into consideration when preparing and submitting their response to this solicitation.

This Addendum lists questions received and SHA's responses (see Item 1 below).

**Item 1.** The following is a list of questions received and SHA's responses to those questions.

1. Deliverable #5 discusses a "feasibility analysis". Can you provide more detail as to the information you'd like presented?

Response:

*Deliverable #5, which pertains to the "feasibility analysis," seeks an in-depth examination of the practicality of implementing Permanent Supportive Housing (PSH) and Supportive Housing for the Aged (SHA) within the framework outlined in the RFP. This analysis should include factors like resource availability, logistical considerations, compliance with regulatory requirements, and potential challenges. Final specifics will be discussed during contract negotiations.*

2. What is SHA's current PSH portfolio? How are vouchers provided through SHA utilized in Seattle's PSH landscape?

Response:

*SHA's current PSH portfolio primarily encompasses properties managed by our housing operations, including senior housing, LIHP properties, scattered site housing, high-rises, and HOPE VI properties. Residents typically do not have housing vouchers, although there may be exceptions. HCV vouchers might be project-based in the PSH community, but this aspect is not within the scope of our current project.*

3. How does SHA define "Permanent Supportive Housing (PSH)"?

Response:

*Permanent Supportive Housing (PSH) typically refers to long-term housing solutions for individuals who cannot live independently due to various reasons, including behavioral and physical health challenges. It encompasses nursing care, assisted living facilities, and support for behavioral health issues. The key focus of PSH is on populations struggling with behavioral health problems that impair their ability to live independently and comply with lease agreements, as well as aging individuals who require support to age with dignity. The goal of PSH is to provide options for transitioning to different forms of housing, either within the same organization or elsewhere. This involves exploring various housing solutions and understanding the resources available to sustainably support individuals affiliated with such residences, as outlined in the Request for Proposals (RFP).*

4. How does SHA plan to support the consultant in engaging with SHA/PSH residents?

Response:

*Regarding consultant engagement with SHA/PSH residents, the project manager will act as the liaison between the selected vendor and the agency. Resident engagement will be coordinated through the project manager with appropriate SHA staff, possibly including resident or community meetings or other forms of engagement.*

5. How does SHA plan to support the consultant in engaging with unhoused individuals with lived experience?

Response:

*It is important to note that that working with unhoused individuals with lived experience is not part of this project's scope. Therefore, our resources and plans are focused on other aspects of the project.*

6. If our firm is not licensed to conduct business in the State of Washington by January 31<sup>st</sup> and do not have a state Unified Business Identifier number, but we have an application pending, will our firm still be considered for selection?

Response:

*Yes. However, before award the bidder must represent that it is licensed to do business in the State of Washington and have a current Washington Unified Business Identifier (UBI) number.*

7. What is the estimated budget limit or budget range for this project?

Response:

*The budget is estimated not-to-exceed \$200,000.00 over a 2-year period.*

8. Would it be acceptable to propose a 12-month project timeline versus the longer timeline described in the RFP?

Response:

*Proposing a 12-month project timeline, or even shorter, is acceptable and will be considered. However, it's important to understand that shorter timelines will not confer an advantage in the selection process. The RFP outlines a longer timeline as this project serves as a starting point for Permanent Supportive Housing (PSH), and there is a substantial amount of research and work to be undertaken. The aim is to ensure a comprehensive and thorough approach to the project's objectives. Therefore, while alternative timelines are welcome, they should still allow for the depth and quality of work required for this extensive project.*

9. Is it possible to share information about the housing-related data or other data that SHA will make available to the successful proposer? Will this be made available in the form of reports or system access?

Response:

*SHA will make housing-related data and other pertinent information available to the selected vendor throughout the duration of the project. This data will be provided in a de-identified format to ensure privacy and confidentiality. It's important to note that this information may be sourced from several different systems. The specific method of data sharing, whether through direct system access or in the form of reports, will be determined in accordance with the project's needs and the capabilities of both SHA and the selected vendor. The aim is to ensure that the vendor has access to all the necessary data to effectively carry out the project's objectives.*

10. Are any of the activities associated with this project subject to the review of an IRB or similar review process or body?

Response:

*There are no activities that fall into this category.*

**END OF ADDENDUM NO. 1**