

Downtown Austin Community Court Request for Applications (RFA)

PRE-OFFER CONFERENCE

Solicitation BH2021LW

Bridge Housing

May 11, 2021, 2:00 p.m. Central Time

Microsoft Teams: shorturl.at/nCFNT or

Phone Conference: +1 512-831-7858 (Conference ID: 183 124 476)



Introductions

Downtown Austin Community Court

- Robert Kingham, Operations Manager
 - (512) 974-1394
 - Robert.Kingham@austintexas.gov
- Laura Williamson, Business Process Specialist
 - (512) 974-1233
 - Laura.Williamson2@austintexas.gov

Organization Introductions

- Sign-in
- Comments/Questions
 - Please hold all questions until the end of the presentation
 - Submit questions in writing through chat function in Teams

Overview of Funding & Requirements

- **\$222,046 total funding available for initial 13-month period – September 1, 2021 through September 30, 2022**
 - Initial month to establish staffing, supplies, and/or program infrastructure
 - Access to services available to clients beginning October 1, 2021
 - Up to two 12-month extension options – includes 5% increase for each extension
 - First extension not to exceed \$233,148
 - Second extension not to exceed \$244,806
 - Funding may be awarded to one or multiple Applicants
 - Nonprofit or government providers are eligible to apply

Overview of Funding & Requirements

Applicants:

- May propose expanding existing program or implementing new program
- Shall have a minimum of two years successful experience providing proposed program and/or working with proposed target population within the last five years
- There are no subcontracting opportunities in this solicitation
- Shall have a Board of Directors
 - With specific terms delineated by a beginning and ending date
 - Meet in person a minimum of four times per fiscal year

City Goals for the Program

- Assist the DACC Intensive Case Management (ICM) staff in successfully meeting the needs of their clients through connection to Bridge Housing:
 - Historically, DACC ICM clients:
 - Are high users of public services such as homeless shelters, EMS, hospital emergency rooms, Austin State Hospital, jails, and courts;
 - Have a history of substance use that is periodically disabling;
 - Have a persistent mental illness that is periodically disabling;
 - Have ongoing physical health issues that present barriers to employment; and
 - Have a criminal history ranging from Class C misdemeanors to felonies
- Receive referrals solely and directly from DACC ICM staff

Communication Process

○ Questions and Answers Process

- All questions submitted via email and through public meetings will be answered in writing and posted to the solicitation page:

<https://www.austintexas.gov/article/bridge-housing-solicitation>

○ Questions should be directed to Laura Williamson @ Laura.Williamson2@austintexas.gov

- Deadline to submit questions is May 27, 2021 at 12 PM, Central Time

○ Anti-lobbying ordinance

- Request for Application (RFA) process: anti-lobbying ordinance does not apply

Required Documents

All required forms available for download on the solicitation page:

<https://www.austintexas.gov/article/bridge-housing-solicitation>

- Required forms*

- Section 0050 Request for Application (RFA) Offer Sheet
- Section 0500 Application, Scope of Work, and Instructions
- Section 0645 Program Staff Positions and Time
- Section 0650 Program Budget and Narrative
- Section 0800 Non-discrimination and Non-retaliation Certification
- Section 0835 Nonresident Bidder Provisions

- *Revised forms will reflect a new upload date on the solicitation page. New content will have **red text** and deleted content will have ~~strikethrough text~~.

Evaluation Criteria

CRITERIA:	MAXIMUM POINT VALUE:
TURNED IN ALL REQUIRED DOCUMENTS	N/A
PART I: Program Overview & Strategy <ul style="list-style-type: none">• Program Strategy• Population(s) Served• Data Management and Program Evaluation• Agreement Terms and Conditions• Outcomes and Outputs	80
PART II: Cost Effectiveness <ul style="list-style-type: none">• Budget• Cost per Unit	20
PART III: BONUS EVALUATION POINTS (<i>Optional</i>) <ul style="list-style-type: none">• Austin Homelessness Advisory Council Questions for Bridge Housing Program	15

Section 0500 – Scope of Work and Application

Response Instructions:

- Fill in the responses for each item directly into Section 0500 – Scope of Work or compile responses in a separate document.
- It is preferable to be repetitive rather than to leave sections incomplete

Section 0500 – Scope of Work and Application

○ PART I: Program Overview & Strategy

- Program Strategy
- Population(s) Served
- Data Management and Program Evaluation
- Agreement Terms and Conditions
- Outcomes and Outputs

○ PART II: Cost Effectiveness

- Budget
- Cost per Unit

Section 0500 – Scope of Work and Application

○ PART III: BONUS EVALUATION POINTS *(optional section)*

- Up to 15 points awarded for Austin Homelessness Advisory Council (AHAC) Questions for Bridge Housing Program
 - Group of individuals with lived experience with homelessness in Austin
 - Group meets biweekly to provide input on processes, programs, and practices impacting and serving individuals experiencing homelessness; facilitated and administratively supported by DACC
 - During the COVID-19 pandemic, AHAC has transitioned to a survey format to continue their work safely.
 - AHAC will only see the responses to questions in this section
 - Responses should represent a complete picture of the proposed program
 - Applicants may use similar or identical information provided in previous responses if appropriate

Section 0645 & Section 0650

- Section 0645 Program Staff Positions and Time
 - Include list of position titles, not staff names
- Section 0650 Program Budget and Narrative
 - Include context for the all funding sources used in the proposed project in Section 0500 – Scope of Work and Application, Item 2.2
 - Provide narrative descriptions of expenses to be paid for by **City funds only**

Important Dates

- Last day to submit questions to DACC in writing:
May, 27 2021 at 12 PM
- Applications DUE:
June 3, 2021, 2 PM
- TENTATIVE: Austin City Council Approval on
July 29, 2021
- TENTATIVE: Agreement Start Date:
September 1, 2021

Submittal Requirements

- Electronic responses to this solicitation shall be submitted online in PDF version at the following website: https://cityofaustin.formstack.com/forms/bridge_housing
- The order of required file upload fields is outlined below and each individual file upload field is limited in file size to 25MB
 - Section 0050 – RFA Offer Sheet
 - Completed Section 0500 – Scope of Work and Instructions
 - Section 0645 – Program Staff Positions and Time
 - Section 0650 – Program Budget and Narrative
 - Section 0800 – Non-Discrimination & Non-Retaliation Certification
 - Section 0835 – Nonresident Bidder Provisions



QUESTIONS?

