

Q1: We are requesting that Exhibit 1 be updated so that when we type in the first box to put our organization name, the organization name does not appear on the entire document.

A1: Appendix B Required forms, Exhibits 1, and 5 have been replaced in their entirety with Exhibits 1 and 5 found in attachment I of Addendum One.

Q2: Will participants in this program (who would be Supervised Independent Living Placement (SILP) participants) continue to receive SILP monthly payments OR is the housing navigation intended to transition the non minor dependents out of the SILP program? If it's the latter, is the available funding intended to cover either some portion of rent or any other direct client assistance?

A2: The SILP participants will continue to receive their monthly payments.

Q3: Are participants expected to have their own apartment or would an (SRO) single room occupancy style accommodation be acceptable?

A3: The Housing Navigation program is expected to assist SILP participants with locating housing. This includes apartments, single family homes and ADUs.

Q4: Currently we run a Youth Emerging Stronger (YES) program where we work with landlords that have student housing for college students. Is this something we'd be able to do for this program as well?

A4: Yes.

Q5: In the Performance Measurements (pg. 108 of the IFB), it mentions that twenty-five 25 participants will receive assistance in completing a Family Unification Program (FUP) or Foster Youth Independence (FYI) voucher application on an annual basis. Can we use this metric as a rough estimate for the total number of youth to be served annually (i.e. we would plan to serve ~25-30 participants)?

A5: Yes, this metric can be used as an estimate.

Q6: Is there an expectation for a specific percentage of the budget to be allocated to direct client assistance? Is financial administration staff an allowable cost? Could we allocate a portion of the budget to fund an 0.25 FTE Administrator to assist with the reporting requirements outlined in the SOW?

A6: Bidders are to prepare their budget to meet the needs of the program.

Q7: Is this RFP for services only or do we have to provide housing?

A7: This IFB is to provide navigation services, not housing services.

Q8: What is the required or recommended staffing pattern?

A8: Please refer to the SOW Section 7.3 Personnel.

Q9: What is the estimated number of clients by SPA?

A9: There are about 1000 SILP participants, evenly distributed within the 8 SPAs.

Q10: What is the anticipated number of awarded contracts?

A10: We will award one (1) contract to serve all 8 SPAs.

Q11: What is the anticipated number of youth?

A11: There are about 1000 SILP participants, evenly distributed within the 8 SPAs.

Q12: Please elaborate on case management caseloads?

A12: Case management will be for Housing navigation services and any other educational and/or work assistance needed by the participants.

Q13: Is this a cost reimbursement contract? Will providers submit monthly invoices and get paid for actual costs incurred monthly?

A13: Yes, this is a cost reimbursement contract, and contractors will be paid monthly.

Q14: Just to be clear, this program is meant to provide housing navigation support to assist SILP participants to obtain housing to utilize the SILP funds. Or do We have to have in place housing already acquired for them?

A14: This program provides navigation services, not housing services.

Q15: Would youth receive the SILP funding directly?

A15: Yes, all SILP funding goes to the youth.

Q16: Will providers be required to pay rent and provide other financial assistance for participants? Are participants expected to pay rent with their SILP funding? SILP participants are required to pay for housing.

A16: The participants are required to pay their rent for their housing. It's up to the provider if they wish to assist the youth initially with any move-in costs, furniture, or utilities.

Q17: Which required forms are we submitting?

A17: Please refer to Appendix B, Required Forms.

Q18: How does this program differ from the THPP-NMD program?

A18: THPP NMD program is an entirely different program in which the provider provides housing and supportive services. The purpose of this program is to provide housing navigation services.

Q19: What is the desired case load per agency, what the rate of success indicators?

A19: Since this is a new program, we don't have any data to reference.

Q20: Is the line-item budget that we develop based on a participant rate?

A20: Yes, plus any overhead expenses that are incurred to provide the services.

Q21: 1 contract per SA or 1 total for all 8 SA's?

A21: We will award one (1) contract to serve all 8 SPAs.

Q22: Will there be one contract awarded per SPA or in total? Or will we need to serve all 1,000 clients between all 8 SPAs?

A22: We will award one (1) contract to serve all 8 SPAs.

Q23: Is there a requirement to have an office in each SPA?

A23: No, as long as you can provide all services to the youth across all 8 SPAs. However, it is a Minimum Mandatory Requirement that by the start of the contract, you have an office within Los Angeles County.

Q24: Does experience in a foster home setting that has supervised non-minor independent individuals in the past 5 years count as experience if it is a non-profit?

A24: Any organization that has experience in housing navigation and case management services is welcome to bid.

Q25: Can you please confirm the monthly invoice due date is the 30th of the following month? Please also confirm May and June invoices are due on the first Friday of June.

A25: Yes, that due date is the 30th of the following month.

Q26: Is there a time limit for how long the youth can be served?

A26: As long as they are between the ages of 18 and 21 and in the SILP program, we will provide services and referrals for them.

Q27: May you provide housing in a foster home setting?

A27: No, a foster home is not acceptable.

Q28: Can this be a decline in subsidy, meaning that they can work their way up to paying 100% of the rent?

A28: The goal is for participants to become self-sufficient and pay their own rent.

Q29: Do we have to submit a Plan of Operation and a Program Statement?

A29: No, a Plan of Operation and Program Statement is not required for this program.

Q30: If there are 1000 SILP participants currently, a large portion would already be housed. What is the number of new SILP participants per year right now?

A30: The annual average is 1000 SILP participants.

Q31: Are we required to serve all 1,000 participants in one year?

A31: Not all of the DCFS 1,000 SILP participants will require navigation services.

Q32: To confirm the provider is not responsible for providing the youth with housing. The provider is required to provide services (housing navigation, case management, etc) ?

A32: This program provides navigation services, not housing services.

Q33: Are services provided face to face or virtually to clients?

A33: Services can be provided as a combination of both.

Q34: Do the units have to be in the Provider's name?

A34: All units will be in the youth's name. In other words, the SILP participant is the tenant who will rent from the landlord.

Q35: Will the presentation be shared?

A35: No, the presentation will not be shared.

Q36: What is the maximum indirect rate allowed?

A36: The "indirect rate" allowed is 10%.

Q37: For the experience requirement, is the staff experience considered or the experience of the agency as a whole?

A37: We will be looking for the experience of the agency.

Q38: Is there a meeting time requirement per month?

A38: DCFS program staff will convene routine meetings with the selected provider, which last up to two hours each month.

Q39: On page 7 of RFP under 2.6 Days of Operation, it mentions non-traditional hours Monday thru Friday 5pm to 8pm. What is the expectation for these hours?

A39: To provide the same services as you would during regular business hours.

Q40: If the youth are unhoused, can the navigator find temporary shelter until permanent housing provide?

A40: No, temporary shelter services are not accepted for this program.

Q41: What is monthly or annual estimated numbers of youth who will be referred for these services?

A41: The number of referrals may vary.

Q42: Are there any Section 8 services for them?

A42: No, there are no Section 8 services provided for participants.

Q43: Where are most of the youth currently living?

A43: Youth are dispersed among all eight (8) SPAs within Los Angeles County.

Q44: Is there an expectation for a specific percentage of the budget to be allocated to direct client assistance?

A44: Bidders are to prepare their budget to meet the needs of the program.

Q45: Is financial administration staff an allowable cost? Could we allocate a portion of the budget to fund an 0.25 FTE Administrator to assist with the reporting requirements outlined in the SOW?

A45: Bidders are to prepare their budget to meet the needs of the program.

Q46: Does the housing location have to be licensed by CCLD?

A46: No CCLD license is required for this program.

Q47: Can more than one NMD live in a single family home?

A47: Yes, more than one participant can live in a single family home.

Q48: Will the youth be responsible for move in costs, such as a deposit?

A48: Yes, the responsibility will fall on the youth, but if the housing navigator wants to assist, they can.

Q49: May there be more than one organization working together to serve the participants under this program?

A49: We will award one (1) contract to serve all 8 SPAs.

Q50: May providers rent out the rooms to the NMD in a single-family home (shared space)?

A50: This is not recommended, since it may be perceived as a conflict of interest.

Q51: Can the 1301.00 go toward move in costs or does this only kick in once they are living in the unit under a lease?

A51: Money goes to the SILP participants. It's their responsibility to pay their rent.

Q52: Are these services intended to be short-term; once youth identify and move into stable housing provider is done? Or provider is involved until youth exit SILP?

A52: If the youth move, they will remain eligible as long as they are 18-21 years old and in the SILP program. The social worker makes that referral for the youth, and they can refer them more than once.

Q53: The Target Population mentioned in the SOW (2.6) includes both DCFS SILP participants, and more generally NMD youth ages 18-21 - please clarify. What is the anticipated ratio of SILP to non-SILP NMD clients served?

A53: Population of 18–21-year-olds varies—transitional THP-NMD has about 400 participants, while the SILP program has about 1000 participants. This program will focus on SILP participants.

Q54: If functional separation between property management and case management is permitted within the same legal entity, what level of documentation is required to demonstrate compliance with County and State separation requirements?

A54: The selected provider must comply with the requirements outlined in the Rapid Engagement and Housing Program SOW.

Q55: Does Los Angeles County apply any interpretations or requirements related to separation of property management and supportive services that exceed or differ from CDSS state-level guidance?

A55: This is a non-license program.

Q56: Is it permissible for the same provider entity to receive housing payments while maintaining internal separation between housing management and supportive services?

A56: It would be recommended that the Housing Navigation provider not be the landlord for SILP participants. This could be perceived as a conflict of interest.

Q57: Must THP-Plus certification be fully completed prior to contract award, or may certification and contracting occur concurrently?

A57: No certification required for this IFB.

Q58: Are provisional, conditional, or interim certifications available for new THP-Plus providers while final certification requirements are being completed?

A58: This is for the Rapid Engagement and Housing Program IFB, not for THP-Plus.

Q59: How does the County evaluate providers who have relevant residential, nonprofit, medical, or youth-serving experience but are new to operating THP-Plus specifically?

A59: This is for the Rapid Engagement and Housing Program IFB, not for THP-Plus.

Q60: What inspection standards apply to housing units prior to participant placement under THP-Plus and Rapid Engagement and Housing Services?

A60: This is for the Rapid Engagement and Housing Program IFB. Once the navigator finds housing units, they must be approved by the Children's Social Worker before the youth move in.

Q61: Are inspections conducted by County staff, third-party inspectors, or through provider self-certification with documentation? No inspections for this program.

A61: A DCFS social worker will remain the case manager for SILP participants who are still in foster care and will continue to check on the youth for their safety and well-being, as a DCFS policy requirement. The housing would meet DCFS standards to ensure the youth are safe wherever they live, and it would be appropriate for the SILP program.

Q62: At what stage of the certification process does the County conduct site visits, and must units be fully furnished and ready for occupancy at that time?

A62: A Social Worker is still involved in ensuring the youth's safety and well-being. The housing must meet DCFS standards to ensure the youth are safe wherever they live, and it would be appropriate for the SILP program.

Q63: Are scattered-site or single-unit residential placements permitted or preferred under this program?

A63: Not for the SILP program. Youth will be living independently; there will be no on-site oversight.

Q64: Are there any unit caps per neighborhood, parcel, or provider that apply to THP-Plus or Rapid Engagement housing?

A64: This is something new and is independent of other programs. Referrals will come from the DCFS Social Worker.

Q65: What level of emergency-response capability does the County expect from providers, particularly for medical or mental health crises?

A65: Navigation and as-needed case management services only.

Q66: Are providers expected to maintain on-call clinical staff, or is referral to external emergency and medical services sufficient?

A66: The provider is expected to provide housing navigation and supportive services for the SILP participants.

Q67: If a provider operates additional non-THP housing programs under the same LLC, are there any restrictions, disclosures, or structural requirements to keep THP-Plus operations distinct?

A67: This program has nothing to do with the THP-Plus program.

Q68: Are there any common compliance issues or deficiencies the County frequently identifies during certification or site visits that new providers should proactively address?

A68: This is a new program unrelated to other programs.

Q69: Does the property have to be in the provider name?

A69: All housing will be from independent landlords. The SILP participant's name will be on the lease and will be a tenant of the selected housing.

Q70: Do you have to be a non-profit?

A70: No the bidders does not have to be a non-profit.

Q71: Will there be an eventual RFP for this IFB opportunity? Or will the provider be awarded from this IFB directly?

A71: Contract will be awarded by this IFB. This is a solicitation.

Q72: 5.1 (page 4): Maximum contract is \$619,000, and the purpose (2.1) notes that this is a countywide program serving all 8 SPAs. How many contracts does the County anticipate awarding? Is there a SPA preference for where the contractor is located? If multiple contracts will be awarded, can contractors focus on certain SPAs according to their location?

A72: We will award one (1) contract to serve all 8 SPAs. Referrals will come from a DCFS social worker.

Q73:2.6 page 3 of SOW/Page 89 of IFB: The Target Population mentioned in the SOW (2.6) includes both DCFS SILP participants, and more generally NMD youth ages 18-21. How many NMD clients who are not SILP participants is the contractor anticipated to serve? What is the anticipated ratio of SILP to non-SILP NMD clients served? What resources or rental assistance are housing navigators expected to provide for those who do not have SILP funds?

A73: Population of 18–21-year-olds varies—transitional NMD has about 400 participants, while the SILP program has about 1000 participants. This program will focus on SILP participants.

Q74: What is the maximum allowable indirect rate?

A74: The allowable indirect rate is 10%.

Q75: Can you please confirm if there are expected staffing ratios for the following staff listed in the IFB? Housing Navigator (Advocate/Case Manager) Paraprofessional Staff (Youth Care Counselor) Program Director/Program Manager.

A75: Staffing ratios are dependent on the provider.

Q76: Is the expectation that contractor must provide outreach in all SPAs/how much outreach in each SPA?

A76: The Rapid Engagement is a Countywide program, and the navigation services must serve all eight (8) SPAs.

Q77: Is there a requirement on physical location the contractor must be in?

A77: The contractor must provide housing navigation services in all eight (8) County SPAs.

Q78: The SOW states that "Within the initial 30-60 days contractor shall make initial contact with a minimum of 15 property management agencies and/or subsidized apt complexes." Is the expectation also that this is in-person engagement, and should be within all 8 SPAs?

A78: The type of initial contact will be determine by the contractor.

Q79: The SOW states we must follow up with referrals within 5 days, but how long will contractor typically work with each youth (estimated length of stay)?

A79: This may vary for each SILP participant.

Q80: Regarding the hourly rate, will we invoice and be paid for one hourly rate for all services, or is this form only for competitiveness of bidding?

A80: Yes, the contractor will invoice and receive payment at the hourly rate submitted in their bid for all services.

Q81: Will the number of referrals received impact payment amount for contractor? Is contractor guaranteed a minimum for services regardless of referral flow?

A81: Yes, the number of referrals can affect the payment amount. The contractor is not guaranteed a minimum number of referrals.

Q82: Is there an anticipated case load?

A82: The number per case load may vary.