

Request for Proposals #148 Sober Living Pilot Program Questions and Answers Issued: August 19th

Budget Questions

- Q: How was the \$1.5 million annual budget determined? Based on staffing requirements, it doesn't seem feasible.

A: Original budget was determined based on Per Unit Per Month cost of \$5000 for 25 units.

- Q: The budget amount of this project was reduced from \$3.2m to \$1.5m and includes numerous staffing, building and site requirements. Can we submit a proposal for a Master Lease site that has 57 units and is outside of the DMAC zone? Our budget will exceed the \$1.5m budget and one time start of funds of \$750,000 (\$2.25m combined). It is going to be nearly impossible to find a nice building, vacant (no legacy tenants), outside the DMAC zone that only has 25 units. The few small sites I toured earlier this year did not have program space and were in very bad condition.

A: See addendum #2 for change to maximum number of units. Addendum #3 will be posted later this week with a modified section I. C: Anticipated Agreement Not to Exceed Amount.

- Q: Can the startup funds be dedicated to the operating budget

A: Dedicated start-up funds can only be used during the start-up period. The startup period will be determined through contract negotiations; HSH anticipates a startup period of up to four months.

Staffing Questions

- Q: Can the clinical supervisor and property management positions be shared?

A: Yes. See changes to section IV. G: Staffing Requirements in addendum #2.

- Q: Can the staffing be shared responsibilities? One Clinical Supervisor for such a small building is not efficient use of the position, same with Property Management, one fulltime PM for such a small building.

A: Yes. See changes to section IV. G: Staffing Requirements in addendum #2.

- Q: Could staff be shared with another site? For example, could the PM or Clinical Supervisor be shared with another small location?

A: Yes. See changes to section IV. G: Staffing Requirements in addendum #2.

Miscellaneous Questions

- Q: How far from the DMACC zone is acceptable

A: Any site located outside of the DMACC zone qualifies.

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- Q: Can an existing and operating program, with existing clients, that otherwise meets qualifications apply for the RFP?

A: No, the RFP is for a new program that adds additional housing options to the San Francisco Homeless Response System and cannot fund an existing program. If an agency has an existing vacant building which meets the criteria described within the RFP, and the building does not include 'legacy tenants' this could be proposed.