

DOH Homeless Outreach CV RFP Questions/Answers  
October 9, 2020

Q. Is the opportunity open for areas smaller than a whole CAN? Could an eligible organization submit a proposal for New London County only (in the Eastern CAN) for example, or must the proposal cover the entire CAN?

A. The proposal must cover the entire CAN

Q. According to the Proposal Outline on p.22-23, the “Cover Sheet” is both the first item in the proposal (on p.1) and also the sixth item (item F) in the Appendices at the end. Am I correct that it should be included in both places?

A. Yes, the Cover Sheet should be included in both places.

Q. The RFP Table of Contents (p.3) lists “H. Appendices” as being on p.22 of the RFP, but the only thing on p.22 is the Proposal Outline. Am I correct that there are no instructions (apart from the list of appendices in the Outline) regarding the appendices?

A. Yes, there are no instructions regarding the appendices.

Q. On p.1 of the RFP it says: “Proposals can cover one region or multiple regions for a 23 month period beginning on or after November 1, 2020.” May a proposer apply to cover only part of a region, or must the proposer apply to cover at least one whole CAN region?

A. The Proposal must cover at least one whole CAN region.

Q. The RFP asks subcontractors to provide the same information as the lead organization (RFP page 1). Please specify which information DOH is requesting from subcontractors. Does this include financial information such as audited financial statements? Or just information as relevant to the main narrative questions (i.e., experience and qualifications).

A. In relation to subcontractors, information must be provided that is relevant to the main narrative questions, specifically experience and qualifications. Subcontractors do not need to provide financial documentation, such as audited financial statements.

Q. The proposal outline (RFP page 22) lists page numbers for each section. Note that the page limit is 10 pages but the Main Proposal is listed as pages 5-15 which is 11 pages

A. The main proposal should be no more than 10 pages.

Q. Regarding performance measures: Where is DOH sourcing its guidance on setting expectations? How is DOH thinking about the level of outcomes in those measures? For example, the measure that reads “percentage of homeless persons successfully permanently housed directly from unsheltered homelessness?” – does DOH have a preferred target

percentage? Or should we project a percentage we develop based on our experience of engaging unsheltered people?

A. Since these are new funds specifically related to COVID-19, DOH will collaborate with the selected providers to determine what the appropriate percentage of homeless persons successfully permanently housed directly from unsheltered homeless. If a respondent has a percentage based on experience, please include that in the narrative.

Q. “Respondents that propose the use of subcontractors must present the same information about the proposed subcontractors as for respondents.” Can you please specify what is meant by “the same information”, which sections of the RFP this includes?

A. The same information refers to information that is relevant to the main narrative questions (i.e., experience and qualifications). Subcontractors do not need to provide financial documentation, such as audited financial statements.

Q. Can information regarding subcontractors be submitted as appendices, as this could significantly impact our ability to fit required information into the page limit?

A. Yes, information regarding subcontractors can be submitted as appendices.

Q. Is DOH allowing applicants to ask for up to the 10% allowable admin percentage or if DOH is setting a lower cap?

A. The administrative percentage cap of the Emergency Solutions Grant Coronavirus Funds (ESG-CV) is 7.5%, therefore no application should have an administrative percentage higher than this.