

**LISTING OF PROPOSERS**

FOR: RFP FOR REQUIREMENTS CONTRACT FOR HOMELESS STREET OUTREACH,  
ASSESSMENT. AND/OR MOBILE SHOWER OPERATIONS

RFP No. 12302683

RFP Opening: 08/01/2023

**PROPOSERS**

(In alphabetical order)

**TOTAL PROPOSAL AMOUNT**

- |   |  |
|---|--|
| 1. GraceBound Inc<br>420 N. Broadway Street<br>Fresno, CA 93701                 | \$380,000.00 for Homeless Street Outreach<br>\$300,000.00 for Mobile Shower Operations |
| 2. Poverello House, Naomi House, Amici Del<br>412 F. Street<br>Fresno, CA 93706 | \$379,738.00 for Homeless Street Outreach<br>N/A for Mobile Shower Operations          |

Each proposer has agreed to allow the City one hundred twenty (120) days from date proposals were opened to accept or reject their proposal.

**DEPARTMENT CONCLUSIONS AND RECOMMENDATION:**

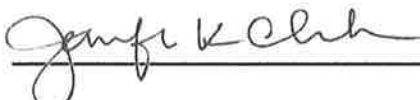
Award a contract in the amount of \$ 300,000.00 for Mobile Shower Operations to Gracebound, Inc. in accordance with the Selection Committee recommendation.

Award a contract in the amount of \$ 379,738.00 for Homeless Street Outreach to Poverello House in accordance with the Selection Committee recommendation.

Reject all proposals. Reason:

Remarks:

Department Head Approval

  
\_\_\_\_\_

Title Director

Date 8/25/2023

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Approve Dept. Recommendation

Approve GSD/Purchasing Recommendation

Disapprove

Disapprove

See Attachment

GENERAL SERVICES DEPARTMENT

CITY MANAGER

 09/05/2023  
Purchasing Manager Date

 9/6/23  
City Manager or Designee Date

 Sep 5, 2023  
[Brian Barr \(Sep 5, 2023 17:11 PDT\)](#)  
General Services Director Date

**REPORT FROM EVALUATION COMMITTEE**  
**REQUEST FOR PROSPOSALS FOR REQUIREMENTS CONTRACT FOR**  
**HOMELESS STREET OUTREACH, ASSESSMENT, AND/OR MOBILE SHOWER**  
**OPERATIONS**

**RFP No. 12302683**

**COMMITTEE MEMBERS:**

STEVEN MONTES – Housing and Neighborhood Revitalization Manager, Planning and Development Department Homeless Services Division

CASEY LAUDERDALE – Supervising Planner, Planning and Development Department Long Rang Planning Division

MARCELLA S. LOPEZ-SCHMIDT – Homeless Management Information System Analyst, Fresno Housing Authority

MARY MASON – Fresno Madera Continuum of Care (FMCoC) Lived Experience Advisory Board Member

JOE PASILLAS – Housing and Neighborhood Revitalization Manager, Planning and Development Department Homeless Services Division

DYLAN MCCULLY – Senior Management Analyst, Planning and Development Department Homeless Services Division

**FACILITATORS:**

JAMES JACKSON – Senior Procurement Specialist, General Services Department

JILLIAN GAYTAN – Senior Management Analyst, Planning and Development Department Homeless Services Division

**BACKGROUND**

The City of Fresno solicited proposals for services to provide Homeless Street Outreach and Assessment to unsheltered individuals as authorized under Health and Safety Code (HSC) § 50219(c)(4) and for the operations of two mobile shower and restroom facilities for people experiencing homelessness through the Homeless Housing, Assistance and Prevention (HHAP) program.

Services for Homeless Street Outreach and Assessment shall be offered in coordination with other complementary services and as part of a continuum of services available to eligible individuals experiencing homelessness in the City of Fresno. Homeless Street Outreach services must be offered in coordination with other available services through the FMCoC Coordinated Entry System (CES), including Triage/Emergency Shelter, Bridge Housing, and Diversion.

Operations of the mobile shower and restroom facilities must include, but are not limited to: (1) Coordinating with the Planning and Development Department Homeless Services Division and Regional Wastewater Reclamation Facility to determine sites throughout Fresno to locate the mobile shower trailers; (2) Retrieving the trailers from the Wastewater storage yard located at 5607 West Jensen Avenue, transporting each trailer to City approved sites, and returning trailers to Wastewater storage yard. Vehicle(s) transporting the trailers must meet California vehicle laws and regulations to transport trailers with a Gross Vehicle Weight Rating (GVWR) of 13,000 pounds. Driver(s) must possess a valid State of California Class A driver's license. (3) Screening participants for other service opportunities; (4) Operating the mobile shower trailers for 8 hours per day with a minimum of 5 of those hours available for use by homeless participants and at most 3 hours available for cleaning and sanitation of the mobile shower trailers; (5) Connect trailer to City water and sewer connections that the wastewater division deemed appropriate; (6) Fill propane tanks and gas for generators; (7) Make the mobile shower trailers available Monday – Friday for a minimum of 20 days per month; (8) At no cost to the participant, provide, at a minimum, a hygiene kit, towel, and a clean pair of undergarments; (9) Cleaning and sanitizing the mobile shower trailers after each use and at the end of each day prior to transportation to storage; (10) Enter all participants' information into the Homeless Management Information System (HMIS).

The request was for two agreements starting October 2023 through September 2023. At the conclusion of bidding, two vendors bid on Homeless Street Outreach and Assessment and one vendor bid on Mobile Shower Operations and are as follows:

1. Gracebound, Inc. and Poverello House for Homeless Street Outreach and Assessment
2. Gracebound, Inc. for Mobile Shower Operations

The selection committee determined that the award for funding should be given to Poverello House for Homeless Street Outreach and Gracebound for Mobile Shower Operations.

## **SIGNIFICANT EVENTS**

Bid Release – July 21, 2023

Bid Close – August 1, 2023

Final Committee Evaluation – August 16, 2023

## **EVALUATION FOR DETERMINATION OF COMPETITIVE RANGE**

In order to establish a competitive range, the following factors as identified in the solicitation were evaluated. For reference, the criteria are listed in order of importance below:

1. Cost as shown on the proposal form
2. Ability to meet the stated operation and service requirements
3. Past Performance and Experience based on References and experience shown on "Statement of Qualifications and Experience"
4. Conformance to the terms and conditions of the RFP
5. Financial Stability based on information provided in the Statement of Qualifications
6. Other related information as needed

## **COMPETITIVE RANGE DETERMINATION**

The committee determined that it would use a scale of “Unacceptable”, “Marginal”, “Acceptable”, “Good”, and “Outstanding” to evaluate proposals.

## **COMMITTEE NOTES**

**Poverello House** - The committee found the proposal “Acceptable”, demonstrating their ability to execute the program requirements with experience in state funded programs, hiring staff with lived experience, and that staff have the skills to deliver the homeless street outreach and assessment activities indicated in the application. The applicant also demonstrated experience working with the Homeless Assistance Response Team (HART), FMCoC Coordinated Entry System, HMIS, and with working with other homeless service providers in Fresno. Poverello’s bid proposal also demonstrated cost effectiveness, including leveraging funding to support the program.

Additionally, the current service provider for Homeless Street Outreach and Assessment (HOPE) is Poverello House. The committee requested Poverello to provide the current year-to-date HMIS report demonstrating successful placement from street outreach under the City’s current HOPE street outreach agreement. The panel received the report details and were satisfied with the findings.

**Gracebound** - The committee found the proposal “Marginal”, lacking a depth of information typically used to award funds. In response, the committee requested Gracebound answer the following questions:

1. Do you expect to serve unsheltered youth? What percent of your services will be dedicated to that function under street outreach with the capacity of 4 staff from 10 am – 5 pm?
2. One function of the street outreach services is to coordinate with the Homeless Assistance Response Team (HART), who respond to encampment resolutions on a regular basis starting as early as 7 am. How does Grace Bound anticipate coordinating with HART while only providing services from 10 am – 5 pm?
3. The Financial Stability statement provided does not clearly identify how Grace Bound is financially stable. It appears Grace Bound has identified funds received from the City for a similar project but this does not demonstrate financial stability for the proposed services. The logic used to calculate some of your evidence also does not compute. Please reevaluate your statement and update to clearly demonstrate Grace Bound’s financial stability.
4. The Wells Fargo statement is incomplete. Please provide the missing pages between page 15 and page 16 of the bid packet.
5. The response to question 12 of the Proposer Qualification Questionnaire identified one contact person with the City of Fresno. Describe your relationships with specifics “site owners and law enforcement” and how these relationships benefit your support services or contribute to the program’s success.
6. Please provide a narrative on how the zip codes identified in your response to question 16 of the Proposers Qualification section were selected for prioritization and describe how those regions will ensure access to underrepresented groups.
7. What direct services are the operation manager and street outreach specialist/case manager providing to clients served?

8. What are the performance outcomes and evaluation plan Grace Bound will follow to assure you are meeting the goals and outcomes for homeless street outreach and assessment.
9. How is the HSO Initial Screen Form provided on page 63 of the bid packet used to enter participant information into the Coordinated Entry System (CES) and Homeless Management Information System (HMIS)?
10. Conformance – Will the proposed activity be integrated or coordinated with other services to serve the overall needs of its clientele? Please provide the specific service(s).
11. Financial Stability – Please provide details on the roles and responsibilities for the operation manager and truck driver staff positions. Include the rationale for staff to program supplies ratio, as staff expenses account for 82% of the total direct cost budget. Additionally, is the program leveraging outside resources to supplement the client supplies outlined in the proposed budget?

After receiving written responses from Gracebound, the committee determined that the proposal was, on average, marginally qualified to receive funds. Gracebound's application demonstrated experience working with federal funds, commitment to hiring staff with lived experience, and that staff have the skills to deliver the activities related to mobile shower operations as indicated in the application. The applicant also demonstrated experience working with the FMCoC Coordinated Entry System, HMIS, and with working with other providers in Fresno. Gracebound's bid proposal demonstrates an ability to operate the two mobile showers within the funding limits and no other funding will be leveraged. The committee requested clarification regarding the financial stability. The committee was satisfied with Gracebound's response and unanimously recommended that Gracebound receive the award for mobile shower operations.

Given that Gacebound is the current provider of mobile shower operations for the City of Fresno, and to avoid a gap in services, the committee unanimously decided to approve awarding funds to Gracebound for continued mobile shower operations.

#### **SUMMARY RECOMMENDATION**

Based on the bid documents, the committee recommends the subrecipient agreement for homeless street outreach and assessment be awarded to Poverello House and the subrecipient agreement for mobile shower operations be awarded to Gracebound.