

Procurement Evaluation Form

Procurement Title: RFP for Worksites for Youth Service Corps Homelessness Pilot Program

Advertisement Date: 9/15/2025

Opening Date: 10/7/2025

Bid/Proposal Expiration Date: 2/4/2026

Number of Building Exchanges Notified: 0

Number of prospective bidders/proposers: 10

Format of bids received: Electronic

	<u>Bidders/Proposers</u>	<u>Amount</u>
1	Education & Leadership Foundation 1308 E Olive Ave Fresno, CA 93728	\$89,832.52 *Withdraw*
2	Poverello House, Naomi House, Amici Del 412 "F" Street Fresno, CA 93706	\$700,000.00
3	RH Community Builders 3040 N Fresno Street Fresno, CA 93703	\$137,860.80
4	WestCare California, Inc. 1900 N Gateway Blvd. Fresno, CA 93727	\$57,856.00

Additional Information	Applicable	Not Applicable	Comments
Project Labor Agreement (PLA)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
Local Preference	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
Non-Responsive Findings	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
Special Contract Terms (i.e., RC)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
Min/Max Terms	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
DBE Requirements	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A



File#: 12600292 Opening Date: 10/07/25

Request for Proposals Evaluation Committee Report

COMMITTEE MEMBERS:

SUSAN CHUDY – Project Liaison/Program Administrator, Personnel Services Department

JENNIFER RUIZ – Deputy City Manager, Office of the Mayor & City Manager

JOE PASILLAS – Housing & Neighborhood Revitalization Manager, Planning & Development Department

MARK KNUDSEN – Senior Management Analyst, Personnel Services Department

FACILITATOR:

DYAN AYALA – Procurement Specialist, Purchasing Division/General Services Department

BACKGROUND:

The City of Fresno solicited proposals for worksite opportunities for youth participants at Community-based organizations experienced in providing services that address homelessness and housing insecurity. Specifically, the opportunities for youth participants should allow them to serve as navigators to help Californians at risk of or experiencing homelessness, attain healthcare, public benefits, housing, or other social services.

The City advertised the RFP on Planet Bids on September 15, 2025, and in the Business Journal on September 15, 2025.

There were 1478 potential proposers automatically notified by Planet Bids, seven of which downloaded the RFP documents. At the conclusion of the RFP opening, four proposers submitted proposals as follows:

- 1. Education & Leadership Foundation*
- 2. Poverello House, Naomi House, Amici Del*
- 3. RH Community Builders*
- 4. WestCare California, Inc.*

The selection committee determined that negotiations would be necessary to make a sound business judgement and obtain the best value contracts. However, certain proposals, upon initial evaluation, were inferior to others and a competitive range was established to identify those proposals that have a reasonable chance of being selected for award given their relative technical strengths and weaknesses.

SIGNIFICANT EVENTS:

RFP Release: September 15, 2025

Opening: October 07, 2025

Committee Evaluation: October 17, 2025

Proposer Interviews: November 05, 2025

November 12, 2025



File#: 12600292 Opening Date: 10/07/25

November 13, 2025

Final Committee Selection: November 14, 2025

EVALUATION CRITERIA AS LISTED IN THE RFP:

1. *Cost as shown on the Cost Proposal Worksheet.*
2. *Ability to meet the stated service requirements.*
3. *Past Performance and Experience based on references and experience.*
4. *Conformance to the terms and conditions of the RFP.*
5. *Other related information.*

The committee used a two-step procurement and evaluation procedure which provided the opportunity for full and open competition. This included review of written proposal materials and an interview with each of the vendors that submitted a proposal.

EVALUATION COMMITTEE NOTES:

Education & Leadership Foundation

Withdrew proposal on November 13, 2025.

Poverello House

Submitted revised Budget provided on November 17, 2025

Long-established nonprofit that provides comprehensive homelessness services, including emergency shelter, food, rehabilitation, housing navigation, and workforce readiness programs. Serves thousands annually through multiple programs such as Naomi's House, HOPE Outreach, Village of Hope, Mikes Café and Family Hope Shelter.

On November 05, 2025, an interview was held with a Poverello House representative. They discussed their proposal in detail and outlined how they would provide Navigators a variety of experience in homeless service programs. Navigators would receive mentorship and hands-on training alongside case managers to develop outreach and support skills. The program emphasized a collaborative learning model that exposes participants to all stages of homelessness services including but not limited to street outreach, housing stabilization, preparing them for future roles in community social services.

They showcased a strong understanding of the cost proposal and requirements of the RFP. Revised proposal for 40 Navigators, 20 per cohort.

RH Community Builders

A nonprofit that develops housing and supportive service solutions for individuals and families experiencing homelessness. The organization operates several permanent supportive housing and rapid rehousing sites and partners with agencies such as Fresno County Department of



File#: 12600292 Opening Date: 10/07/25

Behavioral Health, Fresno Housing, and CalAIM programs to integrate housing, healthcare, and workforce supports.

Through its proposal, RHCBC aims to employ Navigators as Outreach and Housing Navigation Assistants who will assist with client outreach, housing referrals, and data tracking within the organization's CalAIM and homelessness programs. The Navigator will receive structured training in trauma-informed care, de-escalation, motivational interviewing, and coordinated entry processes, gaining hands-on experience in navigation and case management. The program is designed to prepare Navigators for long-term careers in housing, health, and social service fields, while contributing to Fresno's broader homelessness response system.

Proposal for 10 Navigators, 5 per cohort.

WestCare California Inc.

Revised Budget provided November 13, 2025

WestCare California, Inc. Provides behavioral health, housing, and human services throughout California. Their organization seeks to act as a worksite primarily through its Wings Advocacy Fresno program, which delivers furniture and household goods to individuals and families transitioning from homelessness to permanent housing.

Proposal for 4 Navigators, 2 per cohort.

SUMMARY RECOMMENDATION

Based on proposal documents, committee interviews, reasonableness of budget, and the plan for meaningful work experience, the department and committee members recommend the following contract awards:

Awards	Proposer
\$507,171.00	Poverello House
\$137,860.80	RH Builders
\$54,968.20	WestCare California, Inc.
withdrew	Education & Leadership Foundation

\$700,000 TOTAL

FISCAL IMPACT STATEMENT

All expenditures will be processed through Youth Service Corps Homeless Pilot Grant funding. Funding to be exhausted by December 31, 2026.



File#: 12600292 Opening Date: 10/07/25

Evaluation Committee Sign-Off

The following Evaluation Committee voting members have read the enclosed report and concur with the findings as written:

DocuSigned by:
Susan Chudy 12/1/2025
Susan Chudy
Project Liaison/Program Administrator
Personnel Services Department

DocuSigned by:
Jennifer Ruiz 12/1/2025
Jennifer Ruiz
Deputy City Manager
Office of the Mayor & City Manager

Signed by:
Joe Pasillas 12/1/2025
Joe Pasillas
Housing & Neigh Revit Manager
Planning & Development Department

Signed by:
Mark Knudsen 12/1/2025
Mark Knudsen
Senior Management Analyst
Personnel Services Department



File#: 12600292 Opening Date: 10/07/25

Department Recommendation

Background *(Explain the need for the procurement below.)*

The City of Fresno solicited proposals for worksite opportunities for youth participants at Community-based organizations experienced in providing services that address homelessness and housing insecurity. Specifically, the opportunities for youth participants should allow them to serve as navigators to help Californians at risk of or experiencing homelessness, attain healthcare, public benefits, housing, or other social services.

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- 7. Poverello House, Naomi House, Amici Del*
- 8. RH Community Builders*
- 9. WestCare California, Inc.*

The selection committee determined that negotiations would be necessary to make a sound business judgement and obtain the best value contracts. However, certain proposals, upon initial evaluation, were inferior to others and a competitive range was established to identify those proposals that have a reasonable chance of being selected for award given their relative technical strengths and weaknesses.

Reject all bids/proposals. *(If electing to reject all, provide an explanation below.)*

N/A

Anticipated Council Date: 12/18/2025



File#: 12600292 Opening Date: 10/07/25

Fiscal Impact Statement

Indicate the **total fiscal impact** of the action requested, including operating and capital costs. Indicate costs for the current fiscal year and continuing costs in future years. Include all related costs.

Is the contract funded in the current year budget and/or through reallocation of existing Department resources:

Yes No

If no, how will this item be funded? *(Provide an explanation below.)*

All expenditures will be processed through Youth Service Corps Homeless Pilot Grant funding (RFP 12600292). Funding to be exhausted by December 31, 2026.

Is the action funded by a grant received by the City?

Yes No

If yes, provide the following:

Additional Information	Comments
Grant Name	Youth Services Corps Homeless Pilot
Grantor name, granting agency, or office name (if any)	California Volunteers
Fiscal year of the funding award	2026
Date grant agreement was approved by Council	September 11,2025

Fiscal Impact Table:

Type	Current Year Estimate	Annual Continuing Costs Thereafter	Number of Years
Operating	N/A	N/A	N/A
Capital	N/A	N/A	N/A
Total	N/A	N/A	N/A
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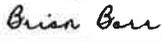
File#: 12600292 Opening Date: 10/07/25

Approvals

The signature below constitutes approval from the department head.

 _____	<u>12-18-25</u>
Department Head	Date
 _____	
Title	

The signatures below constitute approval of the department recommendation.

DocuSigned by:  _____	12/23/2025
Purchasing Manager	Date
DocuSigned by:  _____	12/23/2025
General Services Department Director	Date
 _____	<u>12/29/25</u>
City Manager	Date