COUNTY OF HUMBOLDT

Request for Proposals – RFP No. DHHS2018-02

No Place Like Home Program

Competitive Allocation Funding

Humboldt County, California
Issued: November 26, 2018

Proposals Due: December 26, 2018 (received by 4:00 p.m.)

Humboldt County Department of Health and Human Services
507 F Street
Eureka, California 95501
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REQUEST FOR PROPOSALS – NO. DHHS2018-02
NO PLACE LIKE HOME PROGRAM COMPETITIVE ALLOCATION FUNDING

1.0 DEFINITIONS:

1.1 Terms:

A. **Addenda.** As used herein, the term “Addenda” refers to an amendment or modification to this Request for Proposals.

B. **County.** As used herein, the term “County” refers to the County of Humboldt, a political subdivision of the State of California, acting through its Department of Health and Human Services.

C. **NPLH Notice of Funding Availability.** As used herein, the term “Notice of Funding Availability” refers to the No Place Like Home Program 2018 Notice of Funding Availability – Round 1 Competitive Allocation of Funds, dated October 15, 2018, as may be amended from time to time.

D. **NPLH Statutes.** As used herein, the term “NPLH Statutes” refers to California Assembly Bill 1618, as amended by California Assembly Bill 1628, and the 2018 No Place Like Home Act.

E. **Proposal.** As used herein, the term “Proposal” refers to an offer submitted in accordance with this Request for Proposals for one (1) or more proposed housing projects that can be submitted to the California Department of Housing and Community Development for consideration of an award of competitive allocation funding made available through the No Place Like Home Program.

F. **Proposer.** As used herein, the term “Proposer” refers to any individual, agency, firm or organization submitting a Proposal in response to this Request for Proposals.

G. **Successful Proposer.** As used herein, the term “Successful Proposer” refers to the individual, agency, firm or organization that the County selects to jointly apply to the California Department of Housing and Community Development for competitive allocation funding made available through the No Place Like Home Program after the evaluation, review and selection processes set forth in this Request for Proposals have been completed.

H. **Target Population.** As used herein, the term “Target Population” refers to persons with mental health supportive service needs who are homeless or at risk of chronic homelessness.

1.2 Abbreviations:

A. **HCD.** As used herein, the abbreviation “HCD” refers to the California Department of Housing and Community Development.

B. **NPLH.** As used herein, the abbreviation “NPLH” refers to the California Department of Housing and Community Development’s No Place Like Home Program.

C. **RFP.** As used herein, the abbreviation “RFP” refers to this Request for Proposals for one (1) or more proposed housing projects that can be submitted to the California Department of Housing and Community Development for consideration of an award of competitive allocation funding made available through the No Place Like Home Program.
2.0 INTRODUCTION:

2.1 Statement of Purpose:

The County of Humboldt (“County”), by and through its Department of Health and Human Services, is issuing this Request for Proposals (“RFP”) to solicit Proposals from affordable housing developers interested in applying jointly with the County to the California Department of Housing and Community Development (“HCD”) for competitive allocation funding made available through the No Place Like Home (“NPLH”) Program. This RFP is a non-binding solicitation and may be canceled by the County at any time.

2.2 NPLH Program Objectives:

On October 15, 2018, HCD announced the availability of approximately Four Hundred Million Dollars ($400,000,000.00) in competitive allocation funds for the NPLH Program. It is anticipated that there will be at least three (3) additional rounds of funding before NPLH funds are exhausted.

The NPLH Program provides deferred payment loans to counties applying independently, or jointly with a Development Sponsor for the development of Permanent Supportive Housing, with a minimum of five (5) units or more, for persons with serious mental illness who are homeless, chronically homeless or at-risk of chronic homelessness (“Target Population”). NPLH Program funds may be used to acquire, design, construct, rehabilitate or preserve Permanent Supportive Housing, which may also include a capitalized operating subsidy reserve.

Under the NPLH Program, counties may apply for funding solely or jointly with development sponsor(s). The County intends to collaborate with qualified developer(s) with relevant experience in affordable housing development, property management and asset management, to compete in the first round of the competitive allocation process for Thirty-Two Million Dollars ($32,000,000.00) in NPLH Program funds that has been set aside for thirty-one (31) small counties, as defined by HCD, for the development and operations of affordable housing dedicated to the Target Population.

2.3 Overview of Selection Process:

This RFP is being issued as part of the first tier of the two-tiered selection process required by the NPLH Program. Proposals submitted in response to this RFP shall be objectively evaluated by the County in order to select one (1) or more proposed housing projects that will be submitted to HCD for consideration of an award of competitive allocation funding under the NPLH Program. Final project selections will be made by HCD in accordance with the NPLH Program Guidelines, dated July 17, 2017, and the NPLH 2018 Notice of Funding Availability – Round 1 Competitive Allocation of Funds (“NPLH Notice of Funding Availability”), dated October 15, 2018, all as may be amended from time to time.

At the conclusion of the evaluation, review and selection processes set forth in this RFP have been successfully completed, County staff and the Successful Proposer(s) will work together to develop a supportive services plan and finalize a joint application that will be submitted to HCD. Each Successful Proposer selected for an award of competitive allocation funding by HCD will assume responsibility for all aspects of the development, property operations and maintenance associated with the proposed NPLH housing project, in accordance with any and all applicable local, state and federal laws and regulations. The Successful Proposer(s) selected for an award of competitive allocation funding by HCD shall be responsible for coordinating with the County on all aspects of the development property operations associated with the proposed NPLH housing project.
It is possible that the County will receive Proposals for more projects than will be able to be submitted to HCD for consideration of an award of competitive allocation funding under the NPLH Program. Therefore, it is critical that Proposers submit only viable projects that are fully intended to be submitted to HCD in response to this RFP.

3.0 **REQUIREMENTS STATEMENT:**

The NPLH Program furthers the purposes of California Assembly Bill 1618, as amended by California Assembly Bill 1628, and the 2018 No Place Like Home Act (“NPLH Statutes”). The NPLH Program Guidelines implement, interpret and make specific the NPLH Statutes; and establish specific terms conditions and procedures for the award of competitive allocation funds. The above-referenced documents, and new information as it becomes available, can be accessed through the link to HCD's No Place Like Home Website.

In order for a Proposal to be selected for submission to HCD pursuant to this RFP process, Proposers must be able to comply with the purpose, and all applicable requirements, of the NPLH Program, including, without limitation, any and all applicable requirements of the NPLH Statutes, NPLH Program Guidelines and the NPLH Notice of Funding Availability, all as may be amended from time to time. In addition, except as otherwise provided in the NPLH Program Guidelines, multifamily rental housing projects submitted for consideration pursuant to this RFP process must comply with any and all applicable requirements of HCD’s current Uniform Multifamily Regulations, and may be subject to California competitive bidding and prevailing wage laws.

4.0 **SCHEDULE OF EVENTS:**

The following schedule of events represents the County’s best estimate of the schedule that will be followed with regard to this RFP process. Unless otherwise specified, the time of day for the following events shall be between 8:00 a.m. and 5:00 p.m., Pacific Standard Time. The County hereby reserves the right, at its sole discretion, to adjust this tentative schedule as it deems necessary, including, without limitation, extending the deadline for submission of Proposals. Notification of any adjustment to the following schedule of events shall be provided to all Proposers.

<table>
<thead>
<tr>
<th>EVENT</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>RFP Issued by County:</td>
<td>November 26, 2018</td>
</tr>
<tr>
<td>Deadline for Submission of Written Questions:</td>
<td>December 3, 2018</td>
</tr>
<tr>
<td>Deadline for Responses to Questions:</td>
<td>December 10, 2018</td>
</tr>
<tr>
<td>Deadline to Submit Proposals:</td>
<td>December 26, 2018, 4:00 p.m.</td>
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<tr>
<td>Completion of Proposal Evaluation Process:</td>
<td>January 3, 2019</td>
</tr>
<tr>
<td>Final Applications due to HCD for Consideration of Funding:</td>
<td>January 30, 2019</td>
</tr>
<tr>
<td>HCD Award Announcements:</td>
<td>June, 2019</td>
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5.0 GENERAL REQUIREMENTS AND INFORMATION REGARDING PROPOSALS:

5.1 Proposal Submission:

Proposers shall prepare and submit one (1) original Proposal and one (1) electronic copy thereof, in PDF format on a CD, DVD or flash drive, by 4:00 p.m. Pacific Standard Time, December 26, 2018. Proposals shall be signed by an authorized agent of the Proposer, and must be placed in a sealed envelope clearly marked as “RFP No. DHHS2018-02” along with the name and address of the Proposer and the closing date and time for submission of Proposals. Proposals that are unsigned, or signed by an individual not authorized to bind the Proposer, will be considered nonresponsive and rejected. Proposals shall be personally delivered or mailed to:

COUNTY: Humboldt County Department of Health and Human Services  
Attention: Jarod Proffitt, Administrative Services Officer  
507 F Street  
Eureka, California 95501  
Email: jproffitt@co.humboldt.ca.us

Proposals submitted to any other County office will be rejected and returned to the Proposer unopened. Additionally, time is of the essence, and any Proposal received after the above-referenced date and time for submittal, whether by mail or otherwise, will be rejected and returned to the Proposer unopened. It is the sole responsibility of the Proposer to ensure that its Proposal is received before the submittal deadline and postmarks will not be accepted in lieu of this requirement. However, nothing in this RFP precludes the County from extending the deadline for submission of Proposals, or from requesting additional information at any time during this RFP process.

5.2 Withdrawal of Submitted Proposals:

A Proposer may withdraw its Proposal at any time prior to the above-referenced deadline for submission of Proposals by submitting a written notification of withdrawal signed by the Proposer or an authorized representative thereof. Proposers must retrieve the entire sealed Proposal package in person. Proposals will become the County’s property after the submission deadline has passed.

5.3 Proposal Modification:

Any Proposer who wishes to make modifications to a submitted Proposal must withdraw its initial Proposal as required by this RFP. All handwritten modifications must be made in ink and properly initialed by the Proposer’s authorized representative. It is the responsibility of the Proposer to ensure that modified Proposals are resubmitted before the designated deadline for submission of Proposals in accordance with the terms and conditions of this RFP. Proposals may not be changed or modified after the submission deadline.

5.4 Proposer Investigations:

Before submitting a Proposal, each Proposer shall make all investigations and examinations necessary to ascertain its ability to comply with the requirements and standards of the NPLH Program as set forth in this RFP. In addition, each Proposer shall verify any representations made by the County that the Proposer will rely upon. Failure to make such investigations and examinations will not relieve the Successful Proposer(s) from its obligation to comply with all provisions and requirements set forth in this RFP. In addition, a Proposer’s lack of due diligence will not be accepted as a basis for any claim for monetary consideration on the part of the Proposer.
5.5 Expenses Incurred in Preparing Proposals:

The County shall not accept any responsibility for, or pay any costs or expenses resulting from, or associated with, a Proposer’s participation in this RFP process, including, without limitation, the preparation and presentation of a Proposal. Such expenses are to be borne exclusively by the Proposer.

5.6 Right to Reject Proposals:

The County reserves the right to reject any and all Proposals or to waive, at its discretion, any irregularity, which the County deems reasonably correctable or otherwise not warranting rejection of a Proposal.

5.7 Public Records and Trade Secrets:

All Proposals and materials submitted in response to this RFP shall become the County’s property, and are subject to disclosure under the Public Records Act, California Government Code Sections 6250, et seq. This RFP, and all Proposals submitted in response hereto, are considered public information, except for specifically identified trade secrets, which will be handled according to any and all applicable local, state and federal laws and regulations. Any portion of the Proposal that is deemed to be a trade secret by the Proposer shall be clearly marked “PROPRIETARY INFORMATION” at the top of the page in at least one-half inch (1/2”) size letters. Specifically identified proprietary information, will not be released, if the Proposer agrees to indemnify and defend the County in any action brought to disclose such information. By submitting such information, the Proposer agrees that the County’s failure to contact the Proposer prior to the release of such proprietary information contained therein will not be a basis for liability by the County, or any employee thereof.

5.8 Conflict of Interest:

By submitting a Proposal in response to this RFP, each Proposer warrants and covenants that no official or employee of the County, nor any business entity in which an official or employee of the County has an interest, has been employed or retained to solicit or assist in having the Proposal submitted to HCD for consideration of an award of competitive allocation funding under the NPLH Program as a result of this RFP process, nor that any such person will be employed in the development, property operations and maintenance associated with the proposed NPLH housing project, if selected for award by HCD, without immediate divulgence of such fact to the County.

6.0 REQUIRED FORMAT OF PROPOSALS:

6.1 General Instructions and Information:

A. Content Requirements. In order for Proposals to be selected for submission to HCD pursuant to this RFP process, all of the following conditions must be satisfied:

1. Proposals must be submitted in accordance with the standards and specifications set forth in this RFP and contain all required attachments, including, without limitation, a signed and completed Signature Affidavit.

2. Proposals must be submitted by a single Proposer. Collaborative and/or multi-agency Proposals will not be considered for submission to HCD.

3. Proposals must be complete and specific unto themselves. For example, “See Enclosed Manual or Brochure” will not be considered an acceptable response.
4. Proposals must provide information which enables the County to properly evaluate the Proposer’s ability to comply with the purpose, and all applicable requirements, of the NPLH Program in a manner that is concise and to the point.

5. All information, statements, letters and other documentation and attachments required by this RFP must be included in the original Proposal and the electronic copy thereof.

6. Receipt of all Addenda to this RFP, must be acknowledged on the RFP Signature Affidavit sheet attached to the original Proposal and the electronic copy thereof.

B. **Presentation Requirements.** In order for Proposals to be selected for submission to HCD pursuant to this RFP process, all of the following conditions must be satisfied:

1. Proposals must be bound or contained in loose leaf binders. However, costly bindings, color plates and glossy brochures are not necessary or recommended.

2. Proposals must be uniformly typed in twelve (12) point font on standard letter size (8.5” x 11”) white paper, single or double sided, with:
   a. Each section and subsection clearly titled;
   b. Each page consecutively numbered, including all attachments;
   c. Each page having one inch (1”) margins; and
   d. Each page being clean and suitable for copying.

C. **Formatting Requirements.** In order to be selected for submission to HCD pursuant to this RFP process, Proposals shall follow the format outlined herein. Failure to follow the format set forth in this RFP may result in the rejection of the Proposal. Each Proposal shall consist of the following sections:

   1.0 Introductory Letter
   2.0 Signature Affidavit
   3.0 Table of Contents
   4.0 Project Description
   5.0 Exceptions, Objections and Requested Changes
   6.0 Required Attachments

6.2 **Introductory Letter:**

The introductory letter shall, in one (1) page or less, describe the Proposer’s vision for developing, operating and maintaining the proposed NPLH housing project. The introductory letter must also provide the Proposer’s contact information, including, without limitation, the name, address and telephone number of a representative that is authorized to communicate with the County on behalf of the Proposer.
6.3 **Signature Affidavit:**

Each Proposal must contain a signed and completed Signature Affidavit, which is attached to this RFP as Attachment A – Signature Affidavit and incorporated herein by reference. The Signature Affidavit must be signed by an authorized representative of the Proposer. Signature authorization on the Signature Affidavit shall constitute a warranty, the falsity of which shall entitle the County to pursue any and all remedies authorized by law. Receipt of all Addenda, if any, must be acknowledged on the bottom of the RFP Signature Affidavit.

6.4 **Table of Contents:**

Proposals shall include a comprehensive table of contents that identifies submitted material by sections 1.0 through 6.0 in the order listed above, and any subsections thereof, with sequential page numbers.

6.5 **Project Description:**

Proposals shall include a clear and concise description of the proposed NPLH housing project which identifies the Proposer’s ability to comply with the purpose, and all applicable requirements, of the NPLH Program. All application documents included in the Project Description must be prepared using the most current version of the forms released by HCD for the NPLH Program.

A. **Universal Application.** The Project Description must include a completed Universal Application for the Development of Affordable Rental Housing Form, along with any and all required attachments thereto, which can be accessed through the link to HCD’s No Place Like Home website. The universal application submitted in response to this RFP must include, without limitation, all of the following:

1. Architectural plans, including, without limitation, site plans, floor plans and elevations, pertaining to the proposed NPLH housing project, if available.

2. Commitment letters for all other committed construction and permanent funding for the proposed NPLH housing project, if available.

3. Phase I Environmental Site Assessment, and any additional environmental assessments, pertaining to the proposed NPLH housing project.

4. Evidence of site control as required by the NPLH Program Guidelines and any other applicable local, state and/or federal laws, regulations and standards.

5. Evidence of compatible land use or a brief description of the land use approvals necessary for the proposed NPLH housing project to move forward.

6. Evidence of any and all environmental clearances obtained pursuant to local, state and/or federal law, including, without limitation, the California Environmental Quality Act and the National Environmental Policy Act, if applicable. If it is determined that environmental clearances are not required for the proposed NPLH housing project, a brief explanation as to how this determination was made must be provided.

7. Evidence of any and all discretionary public land use approvals, excluding building permits and other ministerial approvals, related to the proposed NPLH housing project.
B. **Supplemental Project Application.** The Project Description must include a completed Competitive Allocation Supplemental Project Application Form, along with any and all required attachments thereto, which can be accessed through the following link to HCD’s No Place Like Home website: http://www.hcd.ca.gov/grants-funding/active-funding/nplh.shtml#funding. The supplemental project application submitted in response to this RFP should not include any attachments that must be developed and/or finalized in conjunction with the County, including, without limitation, all of the following:

1. Development Sponsor Resolution pertaining to the proposed NPLH housing project.
2. Property Management Plan pertaining to the proposed NPLH housing project.
3. Payee Data Record pertaining to the proposed NPLH housing project.
4. Capital Operating Subsidy Reserve Documentation Eligibility documentation pertaining to the proposed NPLH housing project, except for a response to the question set forth in row 94 of HCD’s Competitive Allocation Supplemental Project Application Form and any currently available documentation related thereto. It should be noted that letters from the providers of all available sources of subsidies and rental assistance will be required if the proposed NPLH housing project is selected for an award of competitive allocation funding by HCD. For purposes of this RFP process, points will only be considered under “Leverage of Rental or Operating Subsidies” if documentation of the assistance is provided.
5. Supportive Services Plan pertaining to the proposed NPLH housing project, except for responses to Part I – Target Population, including reference to other target populations at the proposed project site required by other lenders, Part II – Tenant Outreach, Engagement and Retention Strategies, Part IV – Transportation, to the extent possible, Part IX – Physical Design and Part X – Other Additional Information of HCD’s Competitive Allocation Supplemental Project Application. It should be noted that the remainder of the Supportive Services Plan pertaining to the proposed NPLH housing project will be completed by the Successful Proposer(s) in conjunction with County Staff.

C. **Funding Narrative.** The Project Description must include a brief narrative which describes any and all funding sources that will be used to finance the proposed NPLH housing project. The funding narrative submitted in response to this RFP must include, without limitation, all of the following:

1. A detailed description of any and all financing terms and conditions that will apply to the proposed NPLH housing project.
2. A detailed description of the commitment status of the proposed NPLH housing project.
3. A detailed description of any and all population restrictions, including, without limitation, low-income, homeless, chronically homeless and disability restrictions, imposed by the funding that will be used to finance the proposed NPLH housing project.
4. A detailed description of the number of units within the proposed NPLH housing project that will be restricted to use by specific populations, the types of restrictions that such units will be subject to and whether the restricted units will overlap with the proposed NPLH units, if applicable.
6.6 Exceptions, Objections and Requested Changes:

Proposers should carefully review the terms and conditions of this RFP prior to submitting a Proposal in response hereto. Any exceptions, objections or requested changes to any portion of this RFP shall be clearly identified and explained in the Proposal. Descriptions of any exceptions, objections or requested changes should include the page and paragraph number of the referenced portion of this RFP. Protests based on any exception, objection or requested change shall be considered waived and invalid by the County, if the exception, objection or requested change is not clearly identified and adequately explained in the Proposal.

6.7 Required Attachments:

In order to be selected for submission to HCD pursuant to this RFP process, Proposals must contain any and all required attachments. Failure to include any of the following attachments may result in the rejection of the Proposal:

- Attachment 1 – RFP Signature Affidavit (See Section 6.3)
- Attachment 2 – Universal Application Form (See Section 6.5(A))
- Attachment 3 – Supplemental Project Application Form (See Section 6.5(B))

7.0 EVALUATION CRITERIA AND REVIEW PROCESS:

7.1 Evaluation Criteria:

A. NPLH Program Requirements. After the Proposals are received and opened by the County, the County will review and evaluate all Proposals for responsiveness to this RFP, in order to determine whether the proposed NPLH housing project meets the eligibility requirements set forth in the NPLH Program Guidelines and the NPLH Notice of Funding Availability. Proposals that are determined to have met the applicable eligibility requirements will be ranked according to the applicable rating criteria set forth in the NPLH Program Guidelines, in order to determine which Proposals will be submitted to HCD for consideration of an award of competitive allocation funding under the NPLH Program. It should be noted that the estimated project score submitted to the County as part of this RFP process, as required by the NPLH Program Guidelines and the NPLH Notice of Funding Availability, should not decrease prior to time that the Proposal is selected for submission to HCD. Should this occur, the County may, at its sole discretion, opt not to submit the proposed NPLH housing project to HCD for consideration of an award for competitive allocation funding under the NPLH Program.

B. Local Requirements. In determining which Proposals will be submitted to HCD for consideration of an award of competitive allocation funding, the County will also prioritize proposed NPLH housing projects based on the following local criteria:

1. Projects which provide units reflecting the highest needs within Humboldt County.

2. Projects which create new units of housing for the Target Population.

3. Projects which do not layer NPLH units onto units with other population requirements, except for affordability. This category is intended to accomplish all of the following:

   a. Include units in affordable housing projects which will restrict new units for the Target Population as NPLH Program units.
b. Include units in proposed supportive housing projects that will restrict additional, non-duplicated units as supportive housing under the NPLH Program.

c. Exclude projects with units currently restricted for the Target Population, or restricted for components for the Target Population, for which a Proposer is applying for NPLH funding for the units that are already restricted for the Target Population or a component of the Target Population.

d. Prioritize projects that propose to restrict NPLH units as separate units from the other homeless units over projects that designate NPLH units and the homeless units as the same units, if another funding source is requiring that a percentage of units be restricted to homeless households.

7.2 Review and Selection Process:

A. Requests for Additional Information. All Proposals will be reviewed by an RFP Evaluation Committee made up of County staff members and other parties that have expertise and/or experience regarding the NPLH Program. The RFP Evaluation Committee may directly request additional information and/or clarifications of Proposals from one (1) or more Proposers. The purpose of any such request for additional information and/or clarifications shall be to ensure the RFP Evaluation Committee’s full understanding of the proposed NPLH housing project. If clarifications are made as a result of such discussions, the Proposer shall put such clarifications in writing. Any delay caused by a Proposer’s failure to respond to such a request for clarification or interview may lead to rejection of the Proposal.

B. Conflict Resolution. All contacts made with the County during the review and selection process shall be through Administrative Services Officer, Jarod Proffitt (see Section 8.1 for contact information). Attempts by the Proposer to contact any other County representative during the review and selection process may result in disqualification of the Proposal. Conflict resolution shall be handled by County staff upon receiving a written statement from the Proposer about this RFP process.

8.0 MODIFICATION AND CORRECTION:

8.1 Requests for Clarification or Correction:

Proposers shall be responsible for meeting all of the requirements and specifications set forth in this RFP. If a Proposer discovers any ambiguity, discrepancy, omission or other error in this RFP, a written request for clarification or correction should be immediately submitted to the County at the following address:

COUNTY: Humboldt County Department of Health and Human Services
Attention: Jarod Proffitt, Administrative Services Officer
507 F Street
Eureka, California 95501
Email: jproffitt@co.humboldt.ca.us

Requests for clarification or correction and any other questions pertaining to this RFP must be received by the County on or before December 3, 2018. All responses to such requests for clarification or correction and written questions received by the County will be posted on the County’s Purchasing Website on or before December 10, 2018.
8.2 **RFP Addenda:**

Any and all modifications to this RFP shall be made and distributed by written Addenda. Addenda to this RFP, if necessary, will be distributed via mail, email or facsimile to all Proposers and will be posted on the County’s Purchasing website. Addenda issued by the County interpreting or modifying any portion of this RFP shall be incorporated into any and all Proposals, if possible. The Addenda cover sheet shall be signed and dated by the Proposer and submitted to the County with the Proposal. Any oral communications concerning this RFP by County personnel are not binding on the County, and shall in no way modify this RFP or the obligations of the County or any Proposer.

9.0 **CANCELLATION OF THE RFP PROCESS:**

The County hereby reserves the right to cancel the RFP process at any time after the issuance of this RFP, but prior to the submission of a proposed NPLH housing project to HCD, if the County determines that cancellation is in the County’s best interest for reasons, including, without limitation, the Proposals did not independently arrive in open competition, were collusive or were not submitted in good faith, or the County determines, after review and evaluation of the Proposals, that the County’s needs can be satisfied through an alternative method.

The County reserves the right to amend or modify this RFP prior to the submission of a proposed NPLH housing project to HCD, as necessity may dictate, and to reject any and all Proposals received in response hereto. This RFP does not commit the County to submit any proposed NPLH housing projects to HCD for consideration of an award of competitive allocation funds under the NPLH Program, or to pay any costs incurred in the preparation of any Proposals.
Government Code Sections 6250, et seq., the “Public Records Act,” define a public record as any writing containing information relating to the conduct of public business. The Public Records Act provides that public records shall be disclosed upon written request, and that any citizen has a right to inspect any public record, unless the document is exempted from disclosure.

In signing this Proposal, I certify that this firm has not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or agency to submit or not to submit a Proposal; that this Proposal has been independently arrived at without collusion with any other Proposer, competitor or potential competitor; that this Proposal has not been knowingly disclosed prior to the opening of Proposals to any other Proposer or competitor; that the above statement is accurate under penalty of perjury.

The undersigned is an authorized representative of the above-named agency and hereby agrees to all the terms, conditions and specifications required by the County in Request for Proposals No. DHHS2018-02 and declares that the attached Proposal and pricing are in conformity therewith.

____________________________________  ___________________
Signature Date

____________________________________  ___________________
Name Date

This agency hereby acknowledges receipt / review of the following Addendum(s), if any)
Addendum # [_________] Addendum # [_________] Addendum # [_________] Addendum # [_________]

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