

REQUEST FOR STATEMENT OF QUALIFICATIONS FOR THE ACQUISITION, RENOVATION, AND/OR CONSTRUCTION OF PROPERTIES FOR PERMANENT SUPPORTIVE HOUSING IN THE COUNTY OF SAN DIEGO IN LINE WITH HOMEKEY+

Opportunity to create permanent supportive housing for persons with a Behavioral Health Challenge who are experiencing homelessness. Interested entities must submit a Statement of Qualifications to be pre-qualified.



County of San Diego Health & Human Services Agency
Housing & Community Development Services
E-Mail: community.development@sdcounty.ca.gov



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1.0 Introduction and Overview

1.1 Purpose of Request for Statement of Qualifications (RFSQ)

The County is seeking Statements of Qualifications (“SOQ”) from respondents who are interested in qualifying for possible partnership opportunities to apply for Homekey+ funding for the acquisition, renovation, and/or construction of developments creating permanent supportive housing units for persons with a mental health or substance use disorder challenge who are experiencing homelessness or are at risk of experiencing homelessness. The Homekey+ program is administered by the California Department of Housing and Development (HCD), in collaboration with the California Department of Veterans Affairs (CalVet).

The County’s ultimate objective is to confirm qualifications of potential development partners and establish a pipeline of possible development opportunities eligible for HCD Homekey+ funding for the creation of permanent supportive housing. Respondents should consider Article 34 requirements in the California Constitution when considering a potential site.

The County’s goals for this solicitation are as follows:

1. Confirm qualification of development partners
2. Assess viable development opportunities
3. Establish a pipeline of potential developments eligible for HCD Homekey+ funding

The County is seeking development opportunities that are consistent with the Homekey+ Program 2024 Notice of Funding Availability and the following:

1. Multi-family rental housing developments of 20 to 60 units
2. Developments with up to 49% of units restricted to persons with serious mental illness or substance use disorder

1.2 Background

Proposition 1, passed by California voters in March 2024, will make available approximately \$2 billion in bond funds to create permanent supportive housing through the Homekey+ program. In November 2024, HCD released a Notice of Funding Availability (NOFA), making available Homekey+ funds to eligible applicants. Eligible applicants include cities, counties, public housing authorities, and Tribal Entities as lead applicants, which may elect to apply with co-applicant development partners. Homekey+ is designed around the framework of the Homekey program, which since 2020 has awarded funding to create housing for more than 15,000 households experiencing, or at risk of, homelessness. Like Homekey, Homekey+ will emphasize the acquisition and rehabilitation of existing buildings that can be quickly converted or constructed for permanent affordable housing. Additional information about the Homekey+ program is available on the [Homekey+ website](#). Approximately half of all Homekey+ funds will be dedicated to veteran-serving projects; please see the chart below for HCD’s breakdown of funding.



NOFA	DESCRIPTION	ESTIMATED NOFA AMOUNT
GENERAL NOFA	Veteran-serving projects	TOTAL \$1.033 billion (Proposition 1)
	All Projects (includes Prop 1 and HHAP Homekey supplemental funds)	\$805 million (Proposition 1) \$291 million HHAP Homekey Supplemental (General Fund) TOTAL \$1.096 billion to include: homeless or at-risk youth target (age 18-25) of approximately \$74 million
TRIBAL NOFA	Tribal Applicants (includes Prop 1 and HHAP Homekey supplemental funds)	\$89 million (Proposition 1) \$32 million HHAP Homekey Supplemental TOTAL \$121 million
Total Funds Available		\$2.250 billion

Pending the issuance of further State guidance specifying the allowable use of Behavioral Health Services Act (BHSA) funds, the County may identify BHSA funding to support ongoing operational costs for services and supports required for Homekey+ developments. Subject to availability, BHSA funds can be utilized to support people with serious mental illness and substance use conditions. Other funding sources the State recommends utilizing for Homekey+ services and supports, subject to availability, may include:

- Medi-Cal through Medi-Cal managed care plans
- Realignment
- Federal block grants
- CalVet Mental Health Grant for County Veteran Service Officers
- Other housing and homelessness federal, State, and local funds
- Other local Public Agencies/Entities

1.3 Overview of RFSQ Process

This RFSQ allows respondents to submit qualifications. Of those respondents found to be qualified in this RFSQ, the County may elect to partner with the most qualified respondent(s) to participate in the potential HCD Homekey+ applications, as approved by the County Board of Supervisors.

Request for Statement of Qualifications

The primary purpose of this RFSQ is for the County to qualify respondents and their key personnel regarding the ability to provide the experience and capacity necessary to potentially partner with the County for HCD Homekey+ funding. The SOQs will be thoroughly evaluated by the County’s Qualification Evaluation Committee (QEC), appointed by the Director of the Department of Housing and Community Development Services or a designee. The specific RFSQ submittal requirements are described in Section 3 of this RFSQ.

2.0 RFSQ Schedule, Instructions and County Contact

2.1 RFSQ Schedule

The solicitation, receipt, and evaluation of the RFSQ responses and the process for completing the evaluation is anticipated to follow the timelines below. The County reserves the right to alter the dates below at any time. In the event of any change to the outlined schedules, the County will issue an addendum to the RFSQ.



This anticipated timeline is as follows for developments applying for gap financing as defined in the Homekey + NOFA :

Issuance of the RFSQ:	January 31, 2025
Submittal Due Date:	February 14, 2025, 2:00 PM (Pacific Time)
Shortlisting of qualified respondents:	February 28, 2025
Board Hearing required resolutions:	TBD

This anticipated timeline is as follows for developments that do not qualify for gap financing as defined in the Homekey + NOFA :

Issuance of the RFSQ:	January 31, 2025
Submittal Due Date:	February 25, 2025, 2:00 PM (Pacific Time)
Shortlisting of qualified respondents:	March 17, 2025
Board Hearing required resolutions:	TBD

2.2 Submission Instructions

In addition to the requirements set forth in Section 3 of this RFSQ, submissions shall be submitted electronically no later than **February 14, 2025 by 2:00 pm (Pacific Time)** for Homekey+ **gap financing** applications and **February 25, 2025 by 2:00 PM (Pacific Time)** for all other Homekey+ applications to:

community.development@sdcounty.ca.gov

Response documents are generally subject to disclosure pursuant to the California Public Records Act as set forth in California Government Code section 6250, *et seq.*

All SOQs become the property of the County. A respondent may request the return of its SOQ upon cancellation of the RFSQ as specified in Section 5.2 or withdrawal from the RFSQ as specified in Section 5.1.3. The County may grant or deny a request to return at SOQ at its sole discretion. It is understood and agreed by the respondent in submitting an SOQ that the County may, as allowed by law, withhold some or all of the documents regarding this RFSQ.

2.3 County Contact for Questions

Interested parties should direct inquiries to:

County of San Diego

HHS – Housing and Community Development Services

community.development@sdcounty.ca.gov

3.0 Submittal Requirements

A complete, concise, and professional response to this RFSQ will enable the County to identify the most qualified respondent(s). Respondents shall format the submittal as follows, and Submittals shall be comprised of:

- One (1) electronic application submission emailed to:
community.development@sdcounty.ca.gov



Each section of the SOQ shall be labeled in the order shown below.

3.1 Submittal Cover

The submittal cover shall provide the following information:

- RFSQ title;
- Submittal date;
- Respondent name;
- Respondent website address (if available); and
- Principal contact name, address, telephone number, and email address.

3.2 Table of Contents

The table of contents shall be complete and clear indicating section headers and pages.

3.3 Executive Summary

Include an executive summary that conforms with and includes the following:

- Does not exceed two (2) pages;
- Is written in a narrative or bullet point summary, non-technical style;
- Contains sufficient information for reviewers with both technical and non-technical backgrounds to become familiar with respondent's SOQ and the respondent's ability to satisfy the financial and technical requirements of the project(s); and
- Contains any relevant information the respondent believes is necessary to introduce its team to the County.

3.4 Identify the Development Team

Submittals shall include the information required below on the respondent and, as applicable, respondent's team. At a minimum, the submittal shall identify the lead development firm, joint venture partner firms, service provider(s), and other proposed partners or consultants:

- Primary/lead developer and development partners; and
- Members of a joint venture, partnership, limited liability company or other associations created to participate in this RFSQ.

Additionally, provide the following:

- Primary/lead developer's project lead (person who will provide overall project oversight and management); and
- Development partner(s) and consultants (if any) lead(s) (person(s) who will provide day-to-day oversight and management for the partner(s) component of the development).

For each individual lead identified above, provide the following:

- Name
- Position within the company
- Address
- Telephone number
- E-mail address



3.5 Respondent/Developer Experience

The respondent must provide the following information about itself or, if relying on the experience of its team, information from the team:

3.5.1 Technical Capacity

- Describe the organization’s capability to manage the project as proposed.
- Describe the project team’s experience in acquisition, rehabilitation, construction, and/or management of permanent supportive housing with affordability restrictions.
- Describe your organization’s ability to deliver high-quality services to low-income residents.
- Describe any prior Homekey awards, including the number of developments, their locations, number of units, tenant population served, and current status (operational, under construction/renovation, or award but not yet under construction).
- Complete the Developer Experience Workbook (Excel document) and submit it along with all other required materials.

3.6 Project Personnel

Identify the key personnel. The persons listed will be considered committed to the development with no substitutions allowed without prior written approval by the County. A resume or biography for each key personnel assigned to the project, including partners and consultants, shall be submitted and shall not exceed one (1) page. At a minimum, the key personnel shall include those personnel below:

Project executive, project manager(s), service provider(s), property manager, and other key personnel of respondent’s development team.

3.7 Project Site Summary

Provide a brief summary of the potential development site. Include the site address, existing use, proposed use, scope of rehabilitation and/or construction, total number of units existing and proposed, existing site photo, and the surrounding property uses. Please note that the County may prioritize developments that avoid an overconcentration of low-income housing (specifically, housing for Homekey+ populations) in an area. In addition, include information on any outreach to the local jurisdiction and/or community regarding the potential development.

3.8 Applicant Developer, and Contractor Debarment

All applicants, developers, construction contractors and sub-contractors must not be on the Excluded Parties List/SAM.gov, OIG Exclusions database, Federal Debarred Contractors List, or the State of California Medi-Cal Suspended and Ineligible Provider List. Housing developers must verify compliance before awarding the construction contract. No award or contract shall be made with any organization that is debarred or suspended or is otherwise excluded from or ineligible for participation in federal or state assistance programs. Applicant must provide proof of compliance, to include exclusion records from the System for Award Management (SAM) OIG Exclusions database and the State of California Medi-Cal Suspended and Ineligible Provider List.



3.9 Homekey+ Partnerships with Other Jurisdictions

Identify any other jurisdictions statewide that you anticipate partnering with to apply for Homekey+ funds. List all jurisdictions as well as the number of potential Homekey+ developments in each jurisdiction. Per the Homekey+ Program Overview, “In an effort to ensure projects are completed [in] a timely fashion without capacity constraints, HCD will limit each co-applicant [including developers] to no more than four (4) Homekey+ awards.”

4.0 Evaluation Process and Criteria

The County’s Qualification Evaluation Committee (QEC), appointed by the Director of the Department of Housing and Community Development Services, or designee, will evaluate qualifications of the respondents following the process and criteria below.

4.1 Pass/Fail Criteria

The County’s Qualification Evaluation Committee will evaluate each SOQ for responsiveness based upon the respondent providing all of the information required to be submitted by this RFSQ. A respondent that fails to provide all of the required information may be determined to be not qualified to participate in any subsequent joint funding applications. Pass/Fail will be determined solely at County’s discretion in accordance with the criteria set forth in the RFSQ.

The County reserves the right to request clarification and/or additional information if deemed necessary. Such clarifications and/or additional information shall be submitted by the respondent as an addendum to the SOQ upon County’s request. The fact that the County may request such clarification from one respondent does not obligate it to seek similar clarification from any other respondent. The County may waive any informality or irregularity in the responses received.

5.0 Disclosures and Additional Information

5.1 County’s Rights Pertinent to this RFSQ

5.1.1 Approval

Any proposed partnership and Homekey+ application resulting from this Request shall be subject to final approval by the County’s Board of Supervisors.

5.1.2 County Commitment

- a. County shall have the right to reject or accept any or all SOQ, or any part of a SOQ for any reason at its sole discretion. Incomplete submittals or submittals with incorrect information may be cause for disqualification in the County’s sole discretion
- b. This RFSQ does not commit the County to award. This RFSQ does not commit the County to pay any cost incurred in the submission of the SOQ or in making necessary studies or designs for the preparation of the SOQ. No reimbursable cost may be incurred in anticipation of the approval of the agreement contemplated by this RFSQ.



- c. No prior, current, or post-award communication with any elected official, officer, agent, or employee of the County shall affect or modify any terms or obligations of this RFSQ except as explicitly provided for in this RFSQ.

5.1.3 Late, Modified or Withdrawn SOQ

- a. Any SOQ received after the exact time specified for receipt will not be considered unless it is determined by the County that the late receipt was due solely to mishandling by the County after receipt by the County.
- b. SOQ may not be modified after the due date, except a modification resulting from the County's request for a clarification, or an addendum to the SOQ.
- c. SOQ may be withdrawn by written notice signed by a duly authorized representative of respondent.

5.1.4 Knowledge of RFSQ and Proposal Conditions

Before submitting a SOQ, respondents shall carefully read all sections of this RFSQ, including all forms, schedules and exhibits, and shall fully inform themselves as to all existing conditions and limitations.

5.1.5 News Releases

Respondents shall not issue any news release pertaining to this RFSQ without prior written approval of the County, which may be withheld in County's sole discretion. A minimum of six (6) business days' notice is required for approval.

5.1.9 Claims Against the County

Neither respondents nor any representatives or agents of a respondent shall have any claims against the County or any of its elected officials, agents, or employees arising out of or relating to this RFSQ or these procedures (other than those arising under an executed agreement with respondent in accordance with the terms of the agreement).

5.1.10 Employment Offers

Until the agreement contemplated by this RFSQ is approved, respondents shall not, directly or indirectly, solicit any employee of the County to leave the County's employ in order to accept employment with the respondent, its affiliates, actual or prospective contractors, or any person acting in concert with the respondent, without prior written approval of the County. This paragraph does not prevent the employment by a respondent of a County employee who has initiated contact with the respondent.

5.2 Cancellation of RFSQ

The County reserves the right to cancel this RFSQ, in part or its entirety, at any time without prior notice and makes no representation that any agreement will be awarded to any respondent. Additionally, the County expressly reserves the right to postpone opening responses to this RFSQ for its own convenience, and/or to waive any informality or irregularity in the responses received.



5.3 Conflict-of-Interest/Financial Disclosure

The respondent agrees to comply with all applicable federal, State and local conflict of interest laws. Additionally, principals and key personnel of each development team are required to make any disclosures required by County.

5.4 Availability of Behavioral Health Services Act Funding

Behavioral Health Services Act (BHSA) funding for rental subsidies, operating subsidies, and/or services may be available to support eligible populations with serious mental illness and substance use conditions who are Medi-Cal eligible in developments funded by Homekey+. However, availability of this funding would be contingent upon 1) alignment with final BHSA guidelines, which have not yet been released by the California Department of Health Care Services (DHCS), and 2) the general availability of BHSA funding. BHSA funds will not be available to support persons who are ineligible for BHSA services and supports under final BHSA guidelines.

