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CONTRA COSTA  
BEHAVIORAL HEALTH

MENTAL HEALTH SERVICES ACT

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Request for Qualifications  
For Competitive Allocation  
No Place Like Home Funds

All submittals must be received by the  
County of Contra Costa  
by 4:00 p.m. on October 1, 2019  
Proposals should be submitted via e-mail to:  
Contra Costa County Health Services Department/  
Behavioral Health Division  
Attn: Adam Down  
[Adam.Down@cchealth.org](mailto:Adam.Down@cchealth.org)



## **I. Introduction**

The Contra Costa Health Department, Behavioral Health Services Division (the “County”), is requesting qualifications from affordable housing developers interested in applying jointly with the County to the California Department of Housing and Community Development (HCD) for No Place Like Home (NPLH) Competitive Allocation funding.

The County expects HCD to announce the availability of up to \$400 million in Round 2 Competitive Allocation funds for the NPLH Program in September. It is anticipated that there will be at least two additional rounds of funding before NPLH funds are exhausted.

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

Under NPLH Program counties may apply for funding solely or jointly with Development Sponsor(s). The County intends to collaborate with qualified developer(s) (the “Applicants”) with relevant experience in affordable housing development, property management and asset management, to compete for NPLH funds in the Round 2 Competitive Allocation, large County set-aside. The County is seeking (1) developers that are ready to apply for No Place Like Home Round 2 funds for their own projects, and (2) a developer partner for the County Oak Grove project, which is described below. The Applicant(s) will coordinate with the County on all aspects of the application to HCD.

If awarded NPLH funds under the first category above, the Applicant(s) will assume responsibility for all aspects of the development, property operations and maintenance, in accordance with applicable federal, state and local laws and all applicable financing regulations.

If awarded NPLH funds as the County’s co-applicant for the Oak Grove development, the Applicant will be responsible for pre-development and construction of the property. The County will be the owner of the development and will seek an operating partner.

## **II. Authorizing Legislation, Program Guidelines and Regulations**

Applicants submitting projects for consideration under this RFQ should be prepared to comply with the purpose and all requirements of the NPLH Program.

The NPLH Program furthers the purposes of AB 1618, (Chapter 43, Statutes of 2016), as amended by AB 1628, (Chapter 322, Statutes of 2016, effective September 13, 2016), and the 2018 No Place Like Home Act (AB 1827, Assembly Budget Committee). The NPLH Program Guidelines, dated July 17, 2017 (the Guidelines), and any subsequent updates, implement, interpret, and make specific the NPLH statutes.



The HCD Program Guidelines establish terms, conditions, and procedures for the award of funds under the Competitive Allocation. Except as otherwise provided in the NPLH Program Guidelines, multifamily rental housing projects submitted under this RFQ are also subject to HCD's current Uniform Multifamily Regulations (UMRs), and may be subject to California competitive bidding and prevailing wage law.

Additionally, all applications and projects must comply with the requirements of the to-be-issued NPLH 2019 Notice of Funding Availability (NOFA) Round 2 Competitive Allocation of Funds. For access to the documents referenced above and new information as it becomes available, please follow the link to HCD's No Place Like Home website: <http://www.hcd.ca.gov/grants-funding/active-funding/nplh.shtml>

Prospective Applicants should review and familiarize themselves with the above-mentioned documents prior to responding to this request for qualifications.

### **III. Request for Qualifications Process and Schedule**

The County is seeking development partners that are ready to apply for NPLH funds and/or developer(s) to partner with the County's Oak Grove development. The County anticipates that HCD will publish the NPLH NOFA in mid-September and that applications will be due in November. Applicants are expected to meet this time line.

There is no limit to the number of prospective Applicants that the County may partner with and there could be multiple projects submitted to HCD for consideration. The County will screen applicants to ensure the Applicant is experienced and that the project is viable. Final funding awards will be made by HCD in accordance with the Guidelines and the NOFA.

#### **Oak Grove Project:**

In addition to seeking development partners that have their own projects ready for NPLH funds, the County may select a developer to assist the County in developing 20 units of affordable housing on a County-owned site located at 1034 Oak Grove Road in Concord. The development involves the demolition of a vacant residential structure and the construction 20 studio units to house homeless transition age youth experiencing serious mental illness. The County is developing architectural drawings and a cost estimate for this project. Based on the response to this RFQ, the County may interview multiple developers and select one to submit an application to the State for second round competitive funds for this Oak Grove Project.

#### Submittal Requirements for all Applicants

- Cover letter signed by senior management staff
- Statement of interest in partnering with the County on respondent's own project, the County's Oak Grove project, or both
- Description of affordable housing development experience, including list of recent similar developments
- Description of experience managing housing that serves the target population, including list of current similar developments
- Demonstration of ability to communicate with diverse stakeholders



- Organizational chart that identifies staff assigned to this project
- Resumes of key organizational staff and staff assigned to this project
- List of Board of Directors (if applicant is a not-for-profit entity)
- Government staff references for recent similar developments

In addition to the above items, for respondents pursuing their own projects include a narrative description of the project with the following:

- Site location
- Number of units
- Number of units for NPLH tenants
- Development cost and financing plan
- Operating proforma
- Property management plan
- Development time-line
- Statement acknowledging familiarity with NPLH Guidelines and requirements

Please submit all questions in writing to Adam Down at [Adam.Down@cchealth.org](mailto:Adam.Down@cchealth.org).

All submittals must be transmitted electronically by 4:00 p.m. on October 1, 2019 to [Adam.Down@cchealth.org](mailto:Adam.Down@cchealth.org).

