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REQUESTS FOR QUALIFICATIONS For Construction of a Homekey+ Permanent Supportive Housing Development in the County of Ventura

The County of Ventura (“County”) is pleased to release this Request for Qualifications (“RFQ”) for a developer from qualified partners (“Developers”) interested in collaborating with the County on one or more State of California Homekey+ funded projects to provide Manufactured and/or Factory-Built Housing systems to be used as permanent housing for individuals with mental health or substance use disorders who are at-risk of, or experiencing, homelessness (the “Target Population”). Funding set-asides under the Homekey+ program focused on providing permanent housing for veterans and youth are included as part of the State of California Department of Housing and Community Development’s (“HCD”) Homekey+ Notice of Funding Availability (“NOFA”).

Overview of Homekey+

Proposition 1, passed by California voters in March of 2024, is a critical step in advancing the state’s goals to reduce homelessness and protect our most vulnerable populations through important changes to the Mental Health Services Act (MHSA). Proposition 1 includes the Behavioral Health Services Act (BHSA) and the Behavioral Health Infrastructure Bond Act (BHIBA). Homekey+ is the Permanent Supportive Housing component of the BHIBA. Additional funds for Homekey+ are available from the Homeless Housing Assistance, and Prevention (HHAP) Homekey+ Supplemental funding, made available in the 2023-24 and 2024-25 state budgets.

Developers should carefully review Homekey+ program materials. Information about the Homekey+ program is available at HCD’s Homekey+ website, located at: [Homekey+ | California Department of Housing and Community Development](#).

Authorizing legislation and Applicable Law for the Homekey + program is set forth in Section 101 of the NOFA.

Background Information/Scope of Work

The County is currently evaluating County-owned properties to identify one or more sites upon which Manufactured and/or Factory-Built housing projects could be built. One of the potential sites under consideration is included in Exhibit 1; however additional sites may be added or substituted at the County's discretion.

Developers or other types of firms able to undertake this Scope of Work (hereinafter referred to as "Developers") responding to this RFQ must be able to demonstrate their ability to undertake all necessary work to develop, construct (including site prep), and install 35-50 Manufactured or Factory Built permanent supportive housing units on identified County owned site(s). Proposed units must have HUD certification labels and/or California Insignia of Approvals and must include at least an efficiency kitchen and ¾ bathroom.

Design Parameters

To the extent possible, the County is seeking a site design that:

- Provides a setting that lends itself to home, with common areas that provide gathering spaces, encourage interaction and conversation, and also offer respite.
- Uses landscaping to promote healing.
- Avoids creation of an institution like setting.

The County is simultaneously releasing an RFQ seeking Property Managers and/or Service Providers to manage the completed property(ies) and provide supportive services to members of the Target Population. **Developers may concurrently respond to the Request for Qualifications for Property Managers/Service Providers.**

Upon identification of suitable site(s) and Developer(s), the County will proceed with an application to HCD for Homekey+ funding to develop the site(s). Site specific plans shall be developed and refined in collaboration between the County and Developer(s) in anticipation of application submittal to HCD under Homekey+. A qualified project team will be created, including Developer(s), Property Manager(s) and Service Provider(s) for each Homekey+ site the County pursues.

Note: should the County not be successful in obtaining Homekey+ funding, all pre-development work undertaken by the development team will not be reimbursable.

Homekey+ Timeline

HCD has set forth the following timeline for Homekey+ (Section 102 of the NOFA):

- NOFA Release – November 26, 2024
- Stakeholder Webinar – January 22, 2025
- Application Release – January 30, 2025
- Final Application Due Date, Gap Financing: April 3, 2025

- Final Application Due Date, All Other Projects: May 30, 2025, or until funds are exhausted, whichever occurs first.
- Award Announcements: continuous, expected to begin June 2025

RFQ Timeline

The proposed timeline for initial review of responses is as follows:

- **Date of RFQ Release:** February 10, 2025
- **RFQ Submissions Due:** February 25, 2025 no later than 11:59 p.m. Interviews with Developers may be requested in late February or early March.

Submission Requirements

The following information shall be submitted to the County. If other information is available that would demonstrate the ability of a Developer to undertake this work, Developers are welcome to submit it for consideration.

1. Name of entity(ies) submitting this Response and any Co-Developers, with roles clearly identified. All known Co-Developers must be disclosed.
2. Primary contact person(s) for each proposed Co-Developer, including mailing addresses, email addresses, and phone numbers.
3. Organizational mission statement(s).
4. Company ownership of each entity submitting this Response. If incorporated, the state in which the company is incorporated and the date of incorporation. Corporations, limited liability companies, or limited partnerships must submit documentation that they are registered and active with the California Secretary of State.
5. Names, titles, and resumes of Executive Director, Chief Financial Officer, Director of Real Estate Development, and any other relevant staff members.
6. A description of all other Homekey+ applications any of the Co-Developers are contemplating state-wide.
7. Either Contractors License Number issued by the California Contractors State License Board or the proposed General Contractor and their license number, if available.
8. Any other certifications held by the Developer and/or certifications on the proposed housing units (HCD Factory Built Housing Program, American National Standards Institute accreditation, etc.).
9. A description of the Developer's ability to obtain, and past experience applying for and receiving, certification of Factory Built Housing units from the State of California Department of Housing and Community Development, if this housing type is proposed.
10. Explanation of the Developer's capacity to undertake this Scope of Work, including type of construction (Factory Built and/or Manufactured housing), staffing, capital, assets, and all other necessary resources needed. Developers should disclose their capacity to complete the housing units, including factory capacity and their anticipated timeframe to build,

transport and install units at the site described in Exhibit 1 from the date a Notice to Proceed is issued by the County.

11. A proposed site plan and identification of housing modules/units to be provided, based upon the site included in Exhibit 1.
12. An initial cost estimate reflecting all costs necessary to complete the Scope of Work, including but not limited to: the cost of the housing units, transportation and installation; anticipated site work; permit fees; architectural and engineering; soft costs; and developer fees.
13. A description of any green or sustainable building techniques proposed.
14. A description of the housing unit's life expectancy as it relates to 55-year covenants restricting the use of the property as housing for the Target Population by HCD.
15. A description of the Developer's ability to obtain performance and payment bonds.
16. A description of prior similar builds within the last five (5) years, including:
 - a. Location
 - b. Funding, especially if developed using Homekey funding
 - c. Number of Units Developed
 - d. Any developmental barriers/challenges associated with a project and how they were overcome
17. Complete disclosure of any alleged significant prior or ongoing contract failures, any civil or criminal litigation or investigation pending which involves any Developer/Co-Developer or in which any Developer or Co-Developer has been judged guilty or liable within the last five (5) years. If there is no information to disclose, then each Developer and Co-Developer must affirmatively state that there is no negative history.
18. Certification from the Developer and all Co-Developers stating they have reviewed the Homekey+ NOFA, and related documents located on HCD's website ([Homekey+ | California Department of Housing and Community Development](#)) and are prepared to comply with all Homekey+ requirements.

Please submit your Response using a numbered list corresponding to the above requests to assist the County in its evaluation.

Responses must be submitted via e-mail to: Kimberlee Albers, Homelessness Solutions Director and Tracy McAulay, Housing Solutions Director, at Kimberlee.albers@ventura.org and tracy.mcaulay@ventura.org no later than 11:59 pm. on February 25, 2025. The following County staff should be included in the cc line: Sara.Sanchez@ventura.org.

Questions pertaining to this Request for Qualifications must be directed to Kimberlee Albers and Tracy McAulay at the email addresses listed above. No phone inquiries will be permitted.

The County is not obligated to enter into any formal agreement with any Developer that is selected under this RFQ at the County's discretion or if an award of Homekey+ funds from HCD is not received.

Evaluation

The Target Population of the Homekey+ NOFA consists of persons at risk of, or experiencing, homelessness and who are experiencing a mental health or substance use disorder. Responses will be evaluated in partnership between the County Executive Office, the County of Ventura Behavioral Health Department, and other such entities as the County may determine.

As Homekey+ is generally an over-the-counter process, time is of the essence in responding to HCD's Homekey+ NOFA. All complete submissions received by the deadline will be evaluated competitively against one another by the County. The County reserves the right in its sole discretion to select one or more Developers, depending on the number of sites ultimately identified as potential Homekey+ project sites. The County also reserves the right to not award a contract under this RFQ.

The County will review and, at its sole discretion, select Developers that meet the following criteria:

- Provide complete submissions of all information and documentation requested under this RFQ;
- Demonstrate the necessary experience and capacity to perform the Scope of Work within the timeline required by HCD;
- Demonstrate a preliminary design to provide 35-50 housing units in a thoughtfully designed site plan which incorporates parking (reductions in required parking may be considered), exterior living areas and landscaping.
- Provide a proposal for quality Manufactured and/or Factory-Built units that meet all requirements set out in this RFQ and are expected to meet the needs of the Target Population for at least 55 years;
- Are cost effective, allowing the County to meet HCD's benchmark of \$200,000 per unit, including the cost of the Manufactured and/or Factory-Built units, all necessary studies and pre-development costs, and necessary site work.

Preference will be given to projects that demonstrate the following:

1. Ability to deliver all housing units and pre-development/site preparation within a budget of \$200,000 per unit.
2. Ability to obtain Certificates of Occupancy on all units within the timeframe set forth in Section 204 of Homekey+ NOFA.

County staff will confirm receipt of each response received and may request additional information as necessary to fully evaluate each submission.

Exhibit 1
Lewis Road Site Information

The Lewis Road site is located in the unincorporated County. The closest address is 1732 South Lewis Road, Camarillo (APN: 234-0-050-34). The project site is approximately 2.3 acres of vacant land within a 53.69-acre campus that includes other supportive housing projects. Health and Safety Code section 50675.1.5 outlines the criteria by which a Homekey+ project shall be subject to streamlined ministerial review.

