

City of St. Louis Bidder's Conference

Prop P Funds – Winter Sheltering

August 28, 2019

Winter Operations Last Year



Coming Soon

Brrr...Winter Sheltering Needed

Winter Sheltering Months

- Contracts will be to operate from November 2019 – March 2020
- Shelters will be expected to operate DAILY from December 1, 2019 – February 29, 2020
- For months of November & March, shelters will be expected to operate when the temperature hits threshold of 32 degrees & below
- City of St. Louis will notify the shelter system when threshold is reached and shelters are expected to open up

FUNDS ?

- Existing Shelters: Those that have received Federal, State or Local Funds within last 5 years to operate shelter
- New Shelters: Those that have NOT received Federal, State or Local Funds within last 5 years
- Base Rate: 25% of Nightly Rate, paid when shelter demand is low and are unable to place people in all available beds.

Type of Shelter	Per Diem Rate
Existing Emergency Shelter	\$14/person
New Emergency Shelter	\$22/person

Example:

New Shelter, Contracts to provide 50 beds

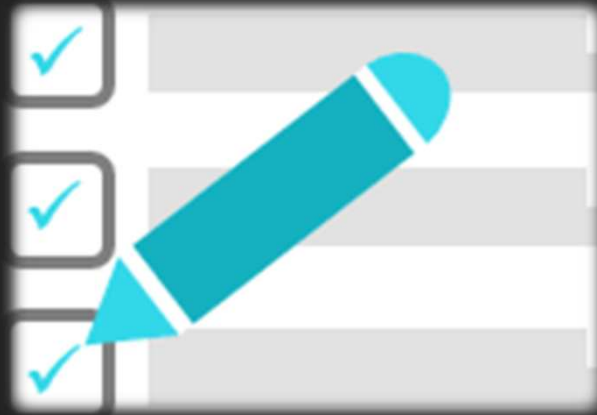
Cost Paid Per Night at Capacity: \$1,100

Minimum Base Rate (@25%): \$275

On a Night where only 5 people arrive: per diem would be \$110, but because of Base Rate would be paid \$275

Shelter Facility Requirements

See full "Minimum Shelter and Housing Standards" in 24 CFR 576.403



Services Provided

- Meals: Breakfast & Dinner at minimum
- Sleeping: City will provide cots & blankets
- Must have ACCESS TO RESTROOMS
- Showers: If available, address in application
- Operating Hours: 6pm – 6am
 - *Hours may be adjusted due to inclement weather



Fair & Equal Access

- City Residency Not a Condition of occupancy
- Photo ID NOT required
- Intoxicated/Under Influence CAN be admitted, but asked to exit if safety is compromised
- Families, defined as 2 or more people residing together, may not be related. Shelters accepting families accept as they self-identify
- Gender & Age of children under age 18, not used to deny family's admission
- Unmarried Couples ACCEPTED
- Same-Sex Couples ACCEPTED
- Criminal Records will not be basis for discrimination (exceptions where children under age 18 in residence)

DHS Site Visit



- All applicants will have a DHS Site Visit, prior to selection of applicants.
- If selected and awarded, a City of St. Louis Building Inspector will be required to do an inspection before contract execution.

Writing The Proposal...A Few Notes

- Cover Sheet (pg 11-12 of RFP)
- Narrative
 - Preference Considerations: Location, Laundering Facilities, Shower Facilities, Expanding Existing Shelters
 - Policies/Procedures Section: Note Safety must include coordination with Police
 - HMIS: Shelter Staff will need to collect pertinent information (listed on pg. 7 of RFP) and DHS Staff will collect it and enter it into Service Point
 - Job Description/Resumes: Can be staffed primarily with volunteers. If using volunteers, include narrative about how volunteers are supervised/trained, and brief description of who are the volunteers.
- Daily Attendance Logs will be required to include in monthly billing packet
- Remember Attachments (pg 15 of RFP)

Budget

- Using past data, estimate 105 days for total budget
- Use this formula
- # of beds X # of proposed days X Per Diem Rate = Total Budget

Type of Shelter	Per Diem Rate
Existing Emergency Shelter	\$14/person
New Emergency Shelter	\$22/person

- Example: Existing Shelter providing 20 beds, for 105 days

$$20 \times 105 \times 14 = \$29,400$$

Review & Selection

- DHS Evaluation for Conformance to RFP requirements & Consolidated Recommendation
- CoC Review and Recommendation
- PSA Review Individually
- PSA Meeting Involves Discussion and Final Selection with Vote by all 5 members



Due Date: September 17, 2019, 4pm

Final Note, Now Questions