

**ACAM RFP Homelessness Prevention Service Provider(s) (RFP No. ESG-CARES 2020-21)
Answers to Questions Posted 7/15/2020**

Please note that ACAM has issued Amendment 1 updating the initial RFP. The amendment can be found on the “Funding/Vendor Opportunities” page of the ACAM website. All vendors must download the amendment and include the signed acknowledgement of Amendment 1 as attachment #7 of the proposal package. A proposal will be considered incomplete without this additional attachment.

- 1. Is this RFP available to organizations whose primary service area is Waller County, with limited services in NW Harris County (Cypress, Hockley and Waller)?**

“ACAM’s goal is to serve 170 people or more, based on the availability of additional funding, residing in Harris, Fort Bend, and/or Montgomery Counties.” (Please see Amendment 1 and subsection “Goals” on page 3 in the RFP).

- 2. What are the differences between this (ESG CARES) RFP and the prior ESG RFP?**

Please see the TDHCA video library webpage (<https://www.tdhca.state.tx.us/home-division/esgp/video-library.htm>). Click on the ESG CARES implementation tab and select the PDF document. The PDF describes the difference between ESG CARES and ESG.

- 3. How many copies and in what format are the proposals supposed to be submitted?**

SUBMISSION REQUIREMENTS: Mail or hand deliver (1) electronic copy on flash drive AND (1) hard copy of the proposal to the address below. The proposal cover sheet must be signed and dated by an authorized representative of the proposing organization.

**Responses to this request for proposals should be mailed or hand
delivered to:
ACAM, Inc.**

**Attn: Sarah Malcolm – Procurement
710 N. Post Oak Road, Suite 210
Houston, TX 77024
713-429-5958**

Late proposals will NOT be accepted

If all or any portion of a response submitted is received late or is otherwise non-responsive due to equipment failure or operator error, the response or the applicable portion of the response will not be considered. In addition, ACAM is not liable for equipment failure or operator error.

- 4. What is the deadline to submit proposals?**

Proposals are due on July 20, 2020 at 12:00 PM CDT.

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5. Please confirm that the number to serve is 40 individuals not 40 households.

“Serve a minimum of 40 people at imminent risk of homelessness, 100% of whom will demonstrate barriers to stable housing upon program entry. (See: ACAM Business Rules for list of barriers to stable housing and <https://www.hudexchange.info/resource/1975/criteria-for-definition-of-at-risk-ofhomelessness/> for definition of imminent risk). (Please see subsection “Goals” on page 3 in the RFP).

6. Please share where to find this information - what % or formula should we use on the amount of case manager salary we can ask for compared to the entire request. At what point would the % of salary request of the total ask be considered not in line with expectations?

There is no set percentage or formula for case manager wages to total expenses.

7. What are the items in the budget?

Please see the “Budget Summary” on page 7 of the RFP. Complete the budget table below and provide a budget narrative. (See 24 CFR 576.103, 576.105, and 576.106 and 576.107 for category definitions)

Budget Categories	Amount
Financial Assistance (*does not include current rental assistance payments)	
Housing Services (Housing Search & Placement and Housing Stability Case Management)	
Tenant-based rental assistance	
Homeless Management Information Systems related costs	
Total	
Number of People to be served	