Human Resources Administration
Department of Social Services

July 30, 2024

ADDENDUM #3

Re: Provision of Congregate Supportive Housing RFx
EPIN: 06922P0040

Pursuant to Section 3-03 of the Procurement Policy Board (PPB) Rules, the Human Resources Administration is issuing Addendum #3 to the Provision of Congregate Supportive Housing RFx, EPIN 06922P0040.

I. Revisions to Scope of Work

II. Revisions to PASSPort

I. Revisions to RFx
EPIN: 06922P0040

Please be advised that the subject Scope of Work is revised as described below. All new language is **bolded and underlined**. Language that is crossed out is being deleted from the Request for Proposals.

- Page 2 of the RFx, Basic Information, Anticipated Funding and Payment Structure, has been revised as follows:
    - Families with Children (SMI/SUD **or DV/IVP/GBV**): 654

- Page 5 of the RFx, Section II – Program Background, A. Program Purpose and Goals, has been revised as follows:

  In November 2015 Mayor Bill de Blasio announced the NYC Supportive Housing Initiative to fund and develop 15,000 new units of supportive housing in New York City over the next fifteen years. This far reaching and comprehensive initiative targets the most vulnerable homeless New Yorkers in need of supportive housing. Supportive housing combines affordable housing with appropriate social services to help special populations, including individuals and families with serious mental (SMI) illness and substance use disorders (SUD) **or domestic violence (DV), intimate partner violence (IPV), or gender-based violence (GBV)**.

- Page 5 of the RFx, Section II – Program Background, A. Program Purpose and Goals, has been revised as follows:

Population	Estimated Projections	Total by Population
Single Adults with SMI/SUD		**10,673**
Congregate	5,155	
Scattered-Site	5,518	
Adult Families with SMI/SUD		**1,004**
Congregate	341	
Scattered-Site	663	
Families with Children		**2,087**
*Congregate – Head of Household with SMI/SUD **or DV/IVP/GBV***	654	
*Scattered-Site – Head of Household with SMI/SUD **or DV/IVP/GBV***	982	
Congregate – Young Adult Families w/ Children or Pregnant Women 18-25	361	
Scattered-Site – Young Adult Families w/ Children or Pregnant Women 18-25	90	
Young Adult Singles		**1,236**
Congregate	989	
Scattered-Site	247	
TOTAL *Congregate*	7,500	
TOTAL *Scattered-Site*	7,500	
TOTAL	**15,000**	

- Page 6 of the RFx, Section I – Program Background, B. Target Population, has been revised as follows:

  Population Option 2 – Chronically homeless families with children with a head of household who has a serious mental illness, a substance use disorder (including those who are actively using or have started their recovery process within the last 12 months) or those who may have a cooccurring SMI and SUD~~.~~**; or homeless families with children who have been impacted by domestic violence (DV)/ intimate partner violence (IPV) or gender-based violence (GBV) within the last two years with marked challenges in one of the following functional areas: managing self-care or activities of daily living; maintaining social functioning and positive interpersonal relationships: or maintaining responsibilities at work, school, or home. Additionally, at least one of the following: limited education or employment; multi-system involvement; multiple DV shelter occasions; family separation; significant behavioral health issues; or has not sought assistance for DV/IPV/GBV in past due to fear of discrimination from law enforcement or provider systems.**

- Page 7 of the RFx, Section I – Program Background, B. Target Population, has been revised as follows:

  The definition of chronically homeless for Population Options 1 and 2 will follow the U.S. Department of Housing and Urban Development (HUD) definition for the length of time homeless and will remain consistent with the federal definition should it change over time.

  A ‘‘chronically homeless’’ individual is defined to mean a homeless individual with a disability who lives either in a place not meant for human habitation, a safe haven, or in an emergency shelter, or in an institutional care facility if the individual has been living in the facility for fewer than 90 days and had been living in a place not meant for human habitation, a safe haven, or in an emergency shelter immediately before entering the institutional care facility. In order to meet the ‘‘chronically homeless’’ definition, the individual also must have been living as described above continuously for at least 12 months, or on at least four separate occasions in the last 3 years, where the combined occasions total a length of time of at least 12 months. Each period separating the occasions must include at least 7 nights of living in a situation other than a place not meant for human habitation, in an emergency shelter, or in a safe haven. Chronically homeless families are families with adult heads of household who meet the definition of a chronically homeless individual, as per 75792 Federal Register / Vol. 80, No. 233 / Friday, December 4, 2015 / Rules and Regulations.

  The definition of homeless for Population Option 2 for families with children who have been impacted by domestic violence (DV), intimate partner violence (IPV), or gender-based violence (GBV) will follow the U.S. Department of Housing and Urban Development (HUD) as defined as “literally homeless” and will remain consistent with the federal definition should it change over time.

  Homeless is defined as: (1) Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning: (i) Has a primary nighttime residence that is a public or private place not meant for human habitation; (ii) Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal,

state and local government programs); or (iii) Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.

- Page 10 of the RFx, Section II – Program Expectations, B. Supportive Services, 1b. Program Expectations for Population 2: Families with Children with a Head of Household who has a Serious Mental Illness, Substance Use Disorder or Co-Occurring Serious Mental Illness and Substance Use Disorder, has been revised as follows:

  Program Expectations for Population Option 2: Families with Children with a Head of Household who has a Serious Mental Illness, Substance Use Disorder or Co-Occurring Serious Mental Illness and Substance Use Disorder **or Families impacted by domestic violence (DV)/intimate partner violence (IPV) or gender-based violence (GBV) within the last two years.**

- Page 10 of the RFx, Section II – Program Expectations, B. Supportive Services, 1b. Program Expectations for Population 2: Families with Children with a Head of Household who has a Serious Mental Illness, Substance Use Disorder or Co-Occurring Serious Mental Illness and Substance Use Disorder, expectation B.1b.c. has been revised as follows:

  The Proposer in conjunction with each family, complete a comprehensive needs assessment and individualized support service plan focused on the strengths and needs of the targeted population that may include physical health, mental health and developmental needs. The needs assessment and service plan will be designed to assist the tenants to maintain housing, maintain healthy lives and increase their financial stability. The needs assessment and service plan would consider all members in the household including the needs of the children (for example HIV/STI, immunizations, mental health, substance use, dental health, tobacco use, educational engagement, employment, domestic violence, trauma, and child**/family** safety).

- Page 11 of the RFx, Section II – Program Expectations, B. Supportive Services, 1.b. Program Expectations for Population 2: Families with Children with a Head of Household who has a Serious Mental Illness, Substance Use Disorder or Co-Occurring Serious Mental Illness and Substance Use Disorder, expectation B.1b.o. has been revised as follows:

  The Proposers will provide to each family directly, or through referral linkages to other providers, the following supportive services including, but not limited to:

  i. educational opportunities, job readiness programs, vocational training and employment placement and retention support
  ii. family reunification services; nutritional counseling and services; respite or alternative caregiver services in cases where the head of household requires hospital or out-of-home residential treatment; conflict resolution; and any other skills and services that the families would require to remain stably housed
  iii. parenting skills training such as first–time parenting programs (where applicable), connection to prenatal service, OB/GYN, and pediatrician for well-baby visits; mentoring; legal services; and family planning, access to childcare, after-school programs, tutoring and summer camp services
  iv. legal assistance
  v. domestic violence, intimate partner violence, or gender-based violence services such as safety planning, advocacy, and support groups

- Page 12 of the RFx, Section II – Program Expectations, B. Supportive Services, 1b. Program Expectations for Population 2: Families with Children with a Head of Household who has a Serious Mental Illness, Substance Use Disorder or Co-Occurring Serious Mental Illness and Substance Use Disorder, has been revised to add the following:

  t. The Proposer would ensure the confidentiality of survivors of DV/IPV/GBV.

II. Revisions to PASSPort
EPIN: 06922P0040

Please be advised that PASSPort is revised as described below. All new language is **bolded and underlined**. Language that is crossed out is being deleted from the Request for Proposals.

- The RFx settings in the Questionnaire tab of the RFx have been revised. Please see below and in PASSPort:

  Questionnaire tab, Supportive Services, Question 8, has been revised as follows:

  If proposing for Population Option 2 – Families with Children, in approximately 4,500 words or less, describe in detail the proposed approach to providing to each family directly, or through referral linkages to other providers the following supportive services including, but not limited to the following based on the criteria in the RFx:
  - Educational opportunities, job readiness and career development programs including subsidized and unsubsidized employment, vocational training, and employment placement and retention.
  - Family reunification services; nutritional counseling and services; respite or alternative caregiver services in cases where the head of household requires hospital or out-of-home residential treatment; conflict resolution; and any other skills and services that the families would require to remain stably housed.
  - Parenting skills training such as first–time parenting programs (where applicable), connection to prenatal service, OB/GYN, and pediatrician for well-baby visits; mentoring; legal services; and family planning, access to childcare, after-school programs, tutoring and summer camp services.
  - Legal assistance.
  - **Domestic violence, intimate partner violence, or gender-based violence services such as safety planning, advocacy, and support groups.**

  Also, describe the proposed approach to the following based on the criteria listed in the RFx:
  - Developing and implementing a plan for making referrals and establishing linkages with a wide variety of service providers in order to meet the needs of tenants/families, and including how the referral process would accommodate the tenant's language, transportation and insurance specifications, as well as any other factors important to the tenant's engagement in the service.
  - Providing each child (directly or through linkages to other providers) support with educational and development programs.
  - Moving tenants who no longer need supportive services to independent, non-programmatic housing as appropriate.
  - Ensuring all tenants have a rent stabilized lease and operating the program with no length of stay requirements.
  - **Ensuring the confidentiality of survivors of DV/IPV/GBV.**