CITY OF JOPLIN, MISSOURI

BID PACKAGE

#2023-RFP-03

for

Joplin Homelessness Strategic Plan

JOPLIN CITY MANAGER OFFICE
602 S Main St. 2nd Floor
MO 64801

NOTICE TO BIDDERS

The City of Joplin, Missouri will accept sealed bid proposals until **March 1ST, 2023, at 12:00 P.M.** at the **Joplin City Manager Office** located at **602 S. Main, Joplin, Missouri, 64801** to acquire services for the following:

Joplin Homelessness Strategic Plan

Specifications and bid structure are below and available from Tony Robyn, Assistant City Manager, via the Joplin Bid Center at **http://www.joplinmo.org/Bids.aspx**. Any bids received after the specified deadline will be returned to the vendor.

The City reserves the right to evaluate all bids, to reject any or all bids and re-bid at a later date. The City may waive any irregularities in the bid or negotiate variances from specifications, and make awards that are in the best interests of the City. The City will have final decision in all matters regarding acceptance of bids and issuance of awards.

The City encourages minority and female owned businesses to submit bids on all City public proposals.

Leslie Haase, CPA
Finance Director

Publication Date: ***January 2, 2023***

INSTRUCTIONS TO BIDDERS

The City of Joplin, Missouri proposes to acquire the following services to develop a Homelessness Strategic Plan, ("The Plan"):

The City of Joplin along with partners intend to better align and leverage resources toward solutions to better address the most vulnerable homeless and at-risk individuals and households, along with associated impacts of homelessness on our community. The successful respondent will be expected to develop and facilitate a process to obtain significant input from the Joplin region by engaging in a robust dialogue with the City of Joplin, citizens, community organizations, and Jasper/Newton County Homeless Coalition service providers.

• Gather and analyze existing data and information from current Homeless Coalition partners and providers to identify system structure and service gaps; analyze the Homeless Management Information System ("HMIS") generated reports

• Identify types of homelessness in our community (true homeless vs. transient); analyze the Coalition's Homeless Population Counts data

• Identify degree of coordination/collaboration currently in place between providers and among local government(s)

• Identify current state and local law enforcement statutes, ordinances, code enforcement, and zoning opportunities and any gaps to better manage populations, encampments, and community impacts

• Map locations of Joplin service providers offices and facilities

• Map and diagram Continuum of Care across and through various organizations

• Identify core capacities of each agency and organizations providing services; what are top priorities of each

• Identify provider capacity building and inhouse training needs

• Identify any unmet needs of homelessness population

• Identify barriers to access to needed services for upward mobility like:

- Transportation
- Licensed Childcare
- Mental and medical health care; substance abuse
- Food access
- Coordinated entry/case management
- Employment/skills training opportunities
- Clothing

• Identify existing community educational efforts highlighting issues and services available

• Engage community groups to identify current homelessness housing efforts underway across area private sector

• Identify current availability of housing types and related services for homelessness entry (rapid rehousing needs), upsizing, and growth; analyze 2022 Joplin Housing Study

• Convene and facilitate at least one townhall-type event among service providers with a SWOT analysis. Providers should include non-profits, business community, City of Joplin, Joplin Schools, Churches, and the Homeless Coalition members.

• Provide at least two in-person progress/status presentation updates to Joplin City Council.

KEY OUTCOMES

The Plan should provide an actionable strategic plan of best practices with an implementation schedule to better provide coordinated services to reduce negative impacts of homelessness in the Joplin community. The Plan should include goals, objectives, actionable steps, and assigned roles and responsibilities. The Plan should also include a budget of financial resources required to complete objectives and include:

- a communications framework that addresses public concerns and questions
- any city staffing recommendations and level of service to coordinate efforts
- a menu of service-gap opportunities
- City specific enforcement opportunities
- public and private support funding sources
- public and organizational outreach and educational opportunities
- a six and twelve month follow up check in process
- 15 written bound documents and one flash drive of The Plan
- a PowerPoint-type presentation to City Council of The Plan

Responses should include:

1. A not-to-exceed cost for services to develop The Plan
2. Identify respondent's key staff involvement, expertise related to content, and % of costs per individual
3. A schedule of implementation for the public data gathering and planning process
4. A target schedule of completion of a draft report with adequate time for feedback for a final report of The Plan

Schedule

RFP Issued:	January 2, 2023
Deadline for Written Questions:	February 15, 2023
Answers and Clarifications:	February 22, 2023
Deadline to Submit Proposals:	March 1, 2023
Select/Interview Respondents	March 8-15, 2023
Intent to Award Notification:	March 16-17, 2023
Agreement Commence Goal:	May 1, 2023

MARK BID ENVELOPES: "2023-RFP-03, JOPLIN HOMELESSNESS STRATEGIC PLAN, MARCH 1, 2023, 12:00 P.M. ATTN: Tony Robyn, Assistant City Manager"

Questions concerning the specifications and bidding procedures should be directed to Tony Robyn, Assistant City Manager of Joplin at 602 S. Main St., Joplin, MO, 64801 at trobyn@joplinmo.org. Questions and Answers, and additional clarifications, will be posted on the city's bid website http://www.joplinmo.org/Bids.aspx.

Unauthorized Aliens Workers Act

The successful bidder will have to sign an agreement that they are enrolled and participating a Federal Work Authorization Program ("FWAP") that ensures that all of its employees or agents or subcontractors have the legal right to work in the United States, as defined in 8 U.S.C. 1324a(h)(3) and RSMo § 285.525-285.555, and that it will maintain this compliance for the entire duration of its contract with the City of Joplin, and will provide an Affidavit of Compliance to the City stating the same.

AFFIDAVIT OF COMPLIANCE
(Missouri Unauthorized Alien Workers Act)

My name is _____ (name) _____ and I am the _____ (Title) _____ of _____ (Company Name) _____. I hereby represent, affirm and certify to the City of Joplin that my company does not knowingly employ any person who is an unauthorized alien in connection with contracted services with the City. I further affirm that my company is actively enrolled and participating in a federal work authorization program with respect to all employees working in connection with the contract services provided to the City.

_____
Affiant