



Emergency  
Transitional  
Permanent

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# One Time RFP

## Review Panel Recommendations

Presented to:

Jefferson County's Affordable Housing and Homeless Housing Taskforce

January 27, 2021

RFP Review Panel:

Peggy Webster, Sarah Rogers, Sheriff Joe Nole, Lori Fleming



# Funding Sources for this One Time RFP

## Fund 148 - \$60,000 Available

Fund 148 is funded by a surcharge on the recording of legal documents in the County. The State and the County share in the funds.

## Fund 149 - \$215,000 Available

Fund 149 is also funded by a surcharge on the recording of legal documents in the County. The State and the County share in the funds.



# Fund 148 Uses - \$60,000 Available

## Allowable Uses as outlined in RCW 36.22.178

Eligible housing activities are limited to: ...A priority must be given to eligible housing activities that serve extremely low-income households with incomes at or below thirty percent of the area median income. Eligible housing activities to be funded by these county funds are limited to:

- Acquisition, construction, or rehabilitation of housing projects or units within housing projects that are affordable at or below fifty percent of the area median income
- Supporting building operation and maintenance costs of housing projects or units within housing projects eligible to receive housing trust funds, that are affordable at or below fifty percent of the area median income, and that require a supplement to rent income to cover ongoing operating expenses;
- Rental assistance vouchers for housing units that are affordable at or below fifty percent of the area median income, including rental housing vouchers for victims of human trafficking and their families, to be administered by a local public housing authority or other local organization that has an existing rental assistance voucher program,
- Operating costs for emergency shelters and licensed overnight youth shelters.



# Fund 149 Uses - \$215,000 Available

## Allowable Uses as outlined in RCW 36.22.179

The legislation defines a homeless person as: “...an individual living outside or in a building not meant for human habitation or which they have no legal right to occupy, in an emergency shelter, or in a temporary housing program which may include a transitional and supportive housing program if habitation time limits exist. This definition includes people who abuse substances, are mentally ill, and sex offenders who are homeless.” Examples:

- (a) Persons being evicted within a week from a private dwelling unit or leaving an institution, such as a mental health or substance abuse treatment facility or a jail/prison, with no subsequent residence identified and lacking the resources needed to obtain housing.
- (b) Persons fleeing domestic or family violence with no subsequent safe residence identified and lacking the resources needed to obtain such housing.
- (c) Persons living on the streets or in emergency shelter but are spending a short time (up to 30 consecutive days) in a hospital or other institution.
- (d) Persons who would otherwise be living on the streets or in an emergency shelter.



# Jefferson Fairgrounds - OlyCAP Submission

Amount Requested: **\$30,727 (from Fund 148)**

## Project Overview

The campgrounds are currently managed by the Jefferson County Fairgrounds who do not have the capacity to manage the unsheltered population and have been incurring costs since June 2020 for utilities, trash removal, cleaning, janitorial supplies, and abandoned vehicle removal.

Though the property is owned by Jefferson County, the property is under lease to Jefferson County Fairgrounds. OlyCAP will contract with Fairgrounds to help facilitate necessary repairs and construct habitable units for residents, in addition to providing 24/7 monitoring and establishing a temporary supportive service program. There is no agreement between the parties (OlyCAP and Jefferson County Fairgrounds) at this time.

## Average Scores for Fund 148 Request

Capacity	5 year Plan Alignment	Approach	Impact	Budget	Total
10	15	5	15	13	63

## Primary Determinant

Project readiness is low without an agreement between parties.



# Tiny Homes - Bayside Submission

Amount Requested **\$59,500 (Fund 148)** and **\$200,000 (Fund 149)**

## Project Overview

Twelve (12) 8' by 10' wooden tents similar to the project recently completed in Port Hadlock. No location has been identified.

### Average Scores for Fund 148 Request

Capacity	5 year Plan Alignment	Approach	Impact	Budget	Total
17	15	6	15	6	59

### Average Scores for Fund 149 Request

Capacity	5 year Plan Alignment	Approach	Impact	Budget	Total
19	19	5	17	10	70

## Primary Determinant

Project readiness is low, as no site has been identified for the project as yet, and funding not entirely in place



# Transitional Housing - Repairs – Bayside Submission

Amount Requested **\$16,000 (Fund 148)**

## Project Overview

Installation of a new water heater and parking lot lighting.

## Average Scores for Fund 148 Request

Capacity	5 year Plan Alignment	Approach	Impact	Budget	Total
17	19	17	20	11	84

## Primary Determinant

Project is ready and budget is detailed.



# Transitional Housing – Program Operating Costs – Bayside Submission

Amount Requested **\$180,000 (Fund 149)**

## Project Overview

Three months of operating funds at \$60,000 per month.

### Average Scores for Fund 149 Request

Capacity	5 year Plan Alignment	Approach	Impact	Budget	Total
17	16	16	20	10	79

## Primary Determinant

Application requests funding for existing units; does not increase available units. Does not appear to have any additional sources to Fund 149.





# Pfeiffer House – Parcher/OlyCAP Submission

Amount Requested **\$15,000 (Fund 148)** and **\$182,660 (Fund 149)**

## Project Overview

The Pfeiffer House is a 6-apartment facility in Uptown on Lawrence Street. Currently the house is occupied by only 2 adults. The house needs repair. The project would be housing for emerging young adults (18-24) experiencing housing instability or risk of homelessness for a maximum capacity of 10 – 12 adults at a time. It would include a common area for meetings and shared events and a drop-in center for older youth and young adults. The project would include full support services.

### Average Scores for Fund 148 Request

Capacity	5 year Plan Alignment	Approach	Impact	Budget	Total
19	20	18	19	19	95

### Average Scores for Fund 149 Request

Capacity	5 year Plan Alignment	Approach	Impact	Budget	Total
19	20	19	19	17	94

## Primary Determinants

Project will be a joint application with OlyCAP and Kelli Parcher. Project is ready to proceed. Project adds new units of transitional supportive housing.



# Land Development - Habitat for Humanity Submission

Amount Requested **\$60,000 (Fund 148)**

## Project Overview

Habitat EJC is seeking to develop two parcels of land on Landes Street in Port Townsend in preparation to build 20 units of permanently-affordable housing, one of which will be for persons at or below 50% AMI.

## Average Scores for Fund 148 Request

Capacity	5 year Plan Alignment	Approach	Impact	Budget	Total
20	17	10	7	11	65

## Primary Determinant

The proposed use appears ineligible for these funds. This is being confirmed with the State of Washington. In addition, only 1 of the 20 units is eligible in terms of AMI.



# RFP Submittals and Score Averaged by Criteria

Submitting Entity (Fund)	Application Scoring Average							
	Project	Amount Requested	Capacity	5 year Plan Alignment	Approach	Impact	Budget	Total
OlyCAP (148)	<b>Jefferson Fairgrounds</b> Repairs / habitable units / 24/7 monitoring and temporary supportive services program	\$30,727	10	15	5	15	13	63
Bayside (148)	<b>Tiny Homes</b> 12 8x10 wooden tents	\$59,500	17	15	6	15	6	59
Bayside (149)	<b>Tiny Homes</b> 12 8x10 wooden tents	\$200,000	19	19	5	17	10	70
Bayside (148)	<b>Transitional Housing Repairs</b> Installation of new water heater and parking lot lighting	\$16,000	17	19	17	20	11	84
Bayside (149)	<b>Transitional Housing – Operating Costs</b> Operating funds for three months @ \$60k/month	\$180,000	17	16	16	20	10	79
Parcher/OlyCAP (148)	<b>Pfeiffer House – Repairs</b> Housing for Youth Age 18-24	\$15,000	19	20	18	19	19	95
Parcher/OlyCAP (149)	<b>Pfeiffer House – Renovation &amp; Program Standup</b> Housing for Youth Age 18-24	\$182,660	19	20	19	19	17	94
Habitat (148)	<b>Land Development</b> Development of 2 land parcels on Landes	\$60,000	20	17	10	7	11	65



# Award Recommendations by Fund

## Fund 148 - \$60,000 Available

For construction or rehabilitation of housing units

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- Bayside Transitional - \$16,000
- Pfeiffer House - \$15,000

## Fund 149 - \$215,000 Available

For those who are homeless or at risk of homelessness

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- Pfeiffer House - \$182,660



# Recommended RFP Improvements

- **Establish threshold requirements:**
  - Project must be for an eligible use
  - The Project must score at a minimum of 75 points
- **Reorganize Budget charts to better communicate the Sources and Uses for the project**
- **Define applicant so that it is clear the applicant is accountable for the use of funds and administrative requirements**
- **Add site control as an explicit item under soundness of approach**
- **Request State clarification on use of 148 funds for infrastructure and/or land acquisition**



# Schedule for Next Steps

January 2021 – June 2022

- **January 27<sup>th</sup> - Recommendations go to JOB for review**
- **February 3<sup>rd</sup> - JOB/Special Meeting/  
Recommend applicants to BOCC for funding**
- **February 8<sup>th</sup> - BOCC Regular Meeting/BOCC Acts on recommendations**
- **February 9<sup>th</sup> - Contracts to County Prosecutor and  
Risk Manager for Approval**
- **March 1<sup>st</sup> - Contracts to Providers  
and returned to BOCC for Signature**
- **Jun 2022 - End of Providers' Contract Performance Period**



Questions?



Thank You