



**Request for Proposal:  
Study and Recommendation for a  
Permanent Housing Entity in the Tahoe Truckee Region**

**RFP Questions and Responses  
December 31, 2018**

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**Question:**

There are a lot of new things in motion in North Lake Tahoe-Truckee regarding achievable housing; as well as existing organizations and resources that have been working on this issue for a long time. A couple questions stem from this:

- To what extent is coordination of existing programs of interest?
- Are you open to a slightly modified approach from that specifically presented in the RFP?

**Answer:**

Our goal remains the same: analysis of the best path forward for achievable local housing leveraging existing organizations, programs, and partnerships. Yes, we are open to a modified approach if it gets us to the goal of identifying a path forward for achievable local housing.

**Question:**

Is there a recommended number of references you would like? And would you like both professional and personal references?

**Answer:**

Three professional references that highlight your work in relation to this task would be preferred. Personal references are not necessary.



**Question:**

What is the driving force for this work? When the Mountain Housing Council (MHC) first formed, the Housing Solutions Strategy document suggested that there wasn't a desire for another governmental entity. The MHC formed as a collaborative to obviate the need for another new organization. Did something change in the operating environment to suggest that a possible new permanent housing entity could / should be a public entity (since your list of possible housing types includes JPA, regional housing authority, housing dept. of local jurisdiction)?

**Answer:**

MHC was formed to focus our region on housing, build strong collaborative partners, and seek a long term solution beyond the three-year initiative. A new entity would need to be agreed upon and built by the MHC partners with intent to leverage existing entities such as existing housing authorities in the region. The goal of this scope of work is to hire an outside, neutral expert to help the Council identify the best organizational structure to continue the work of Mountain Housing Council after April 2020. We do not have a prescribed answer about what this structure will or will not be or if some type of entity is the right answer. We do recognize that MHC was formed in order to work on local housing needs without forming another entity however, after almost two years, it is clear that there are both limitations and advantages to being a coalition and project of TTCF. We are interested in having a consultant or firm look at all that is currently in place and help us define a path forward that leverages these assets and builds our capacity to take on more housing opportunities.

**Question:**

Are there expectations for travel? Is there an expectation that the consultant would meet with the MHC in person, possibly at a regularly scheduled board meeting, or with a planning subcommittee to kick off the process?

**Answer:**

We would expect the hired firm/consultant to meet with the staff team and potentially a sub-committee of the Mountain Housing Council. We envision a series of interviews that could be conducted via phone. We see traveling to the area at least three times but are flexible on this topic. Travel could include: 1) Project Kick-off with staff and sub-committee, 2) Attend Mountain Housing Council quarterly meeting (April or June, 2019), 3) Share final results of findings.



**Question:**

Is Financial Feasibility Analysis needed? The RFP states “determining funding for capital and operations and staffing implications will be key considerations” in determining the best entity. Is MHC anticipating the consultant will complete a financial feasibility analysis for each of the possible entities under consideration, to determine the one that would ultimately work best? Do the members of the MHC have a complete understanding of all the funding streams available?

**Answer:**

Yes, we would like the consultant to include the funding opportunities and expected expenses associated with each proposed organizational model. We do not expect a highly detailed financial analysis but would like to understand the financial benefits and challenges associated with each model.

**Question:**

Is there any flexibility in the timeline for this project or is it driven by funding requirements?

**Answer:**

Based on a desire to attract a competitive mix of consultants, we may extend the deadline. If our timeline is preventing your participation, please define your limitations and availability.