



# 2025 Seattle Non-Congregate Shelter RFP Questions & Answers

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Last day to submit questions to [RFP@KCRHA.org](mailto:RFP@KCRHA.org) is April 9, 2025

## **Where can I find the Information Session recording?**

The Information Session has been posted to [KCRHA's YouTube Channel](#).

The slide deck from the Information Session can be found at [this link](#).

## **Is there allowance for the population to be age or population specific or must it be open entirely to single adults or adult couples?**

The program must be open to single adults/couples.

## **Computers and software is listed as an unallowable cost, does this include software and hardware we use for security purposes and case management?**

Software purchases under \$5,000 per item, case management data processing, and repairing security cameras are allowable costs. However, the purchase and installation of security cameras valued in excess of \$5,000 is deemed a non-allowable capital expenditure (increases value of the building and amortized over the life of the equipment). Please note, laptop purchases are not allowable costs.

## **The RFP states that if micromodule, the units must be connected to utilities, does this include running water?**

Utility is in reference to electricity. A hygiene trailer that provides access to showers and bathrooms would fulfill that need. Competitive proposals include individual or communal kitchen areas, pet accommodations, showers, laundry, and restrooms.

## **There is a requirement for participants to be able to bring partner, does this include people not enrolled in the program? This may be a safety concern.**

No, the provider should establish a policy for visitors who are not shelter participants.

**If an agency applies to build two separate sites, should the agency supply one budget with both locations, or two budgets (one for each location).**

One budget with each location delineated.

**Can we combine required trainings into one session.**

Yes, as long as staff receive the needed training.

**What is the makeup of the rater panel?**

Rater panels consist of community members with subject matter expertise and lived experience. KCRHA ensures the panel includes both subject matter and lived experts in every rater panel, and that the experts have relevant experience.

Staff or participants at agencies that apply for the funding process cannot be raters to ensure there is no conflict of interest.

**Can we get clarity on the amount of capital costs allowed in the budget?**

There is \$1.9 million available for start-up costs related to site infrastructure and permitting.

**The requirement for food, does this include having to provide 3 meals a day, or the ability for guests to make their own food?**

The provider is expected to provide three meals a day and also allow clients to bring in their own food.

**The RFP states, "The timeline and budget for this procurement precludes any new capital projects." Does this include micromodule units, aka tiny homes?**

This precludes any new capital projects for permanent buildings. Micromodule, tiny home, projects are eligible, "The shelter must be non-congregate and can be a non-congregate single building, non-congregate micromodule buildings, or a combination of both."

**Will this contract be renewable beyond 2026?**

Currently that is the expectation, but as always, it is contingent upon funding availability and is subject to change.

