Motel Partnership Program
Request for Information

Per Addendum #1

RFI Release Date: January 16, 2020
Written Questions Due: February 21, 2020, 2 p.m.
Submission Deadline: March 2, 2020, 2 p.m.
I. INTRODUCTION

This Request for Information (RFI) by the Los Angeles Homeless Services Authority (LAHSA) is to inform motel owners and/or their representatives of the changes occurring to LAHSA’s current Motel Voucher Program (MVP) and gather information about the development of the Motel Partnership Program (MPP).

What is the Motel Voucher Program?
Historically, nonprofit service providers have worked directly with motels in Los Angeles County to provide temporary emergency shelter services to people experiencing homelessness through the Motel Voucher Program (MVP). Participants are connected through the Coordinated Entry System (CES) to service providers and supportive services while temporarily staying at a motel.

How is the Motel Voucher Program changing?
LAHSA is exploring the centralization of the MVP in order to standardize rates and agreement terms. Motel owners will no longer negotiate with nonprofit service providers directly, they will now negotiate solely with LAHSA to determine mutually agreeable arrangements that will ensure the integrity of programmatic operations and supportive services to participants. Administration of the vouchers will be handled by LAHSA, while supportive services will continue to be conducted by the operator.

II. PURPOSE OF THE REQUEST FOR INFORMATION

LAHSA is releasing this RFI to gather information from motel owners and/or their representatives to establish best practices in developing a framework for motel use and partnership. LAHSA’s primary goal is to sustainably provide services that are consistent throughout Los Angeles County, while partnering with motel owners and/or their representatives. This RFI will allow LAHSA to gain information regarding motel operations, master-leasing and forming working partnerships.

Responses provided to this RFI will be reviewed by LAHSA, which may lead to further investigation and inquiry. Any subsequent action by LAHSA should not be misinterpreted as an official offer to enter into a contractual agreement. Instead, information received through responses to this RFI may be used in preparation of a Request for Proposals (RFP), a Targeted Request for Proposals (Targeted RFP), an Invitation for Bids (IFB), or another method for the official solicitation of services, including contracting by negotiation with a provider exhibiting the required capabilities and qualifications when an insufficient number of qualified responses are received. Alternatively, LAHSA may also take no further action after reviewing responses to this RFI. Funding for this program has not been determined.

III. RFI ELIGIBLE RESPONDENTS
Any motel owner and/or operator in Los Angeles County is eligible to respond to this RFI. LAHSA
will take all responses into consideration as we develop the MPP.

IV. RFI SUBMISSION INSTRUCTIONS

Responses to this RFI will only be accepted in the form of the accompanying questionnaire. Please click the following link to access the LAHSA Motel Partnership Program RFI Survey: https://www.surveymonkey.com/r/K2HYQGX

RFI submissions must be received by electronic delivery at the survey link above no later than 2:00 PM, March 2, 2020. RFI submissions will not be accepted via facsimile or email. Electronic submission is mandatory. RFIs submitted after 2:00 PM (Pacific Daylight Time) will not be accepted.

V. QUESTIONS AND POINT OF CONTACT

Respondents are encouraged, but not required, to submit questions in writing by February 21, 2020, by 2:00 PM. You may direct your questions regarding this RFI to fundingopportunities@lahsa.org with the subject line “2020 LAHSA Motel Partnership Program RFI – Q&A.” Please include your name and title, the name of the motel property you own/operate, and the best telephone number to reach you if a LAHSA representative needs to speak with you for further clarification. LAHSA will post written responses to all received questions on the LAHSA website no later than five (5) business days from the Q&A deadline. Respondents are responsible for checking the LAHSA website to obtain current information and responses.

VI. FREQUENTLY ASKED QUESTIONS

What is LAHSA?
The Los Angeles County Board of Supervisors and the Los Angeles Mayor and City Council created LAHSA as an independent, joint powers authority. LAHSA coordinates and manages over $400 million dollars annually in federal, state, county, and city funds for programs that provide shelter, housing, and services to people experiencing homelessness.

What is Master-Leasing?
Master-leasing would allow a third party the ability to control some or all of the motel room(s) and/or facility, and then sub-lease the use of the facility to a low-income individual or family for a contracted period.

Are there site qualifications?
Motels that work with LAHSA must be registered as operative motels in Los Angeles County and compliant with the Americans with Disabilities Act and the Americans with Disabilities Amendments Act (ADA/ADAA).
**What is HMIS?**
Homeless Management Information System (HMIS) is a local information technology system used to collect client-level data and data on the provision of housing and services to homeless individuals and families and persons at risk of homelessness.

**What is the Coordinated Entry System?**
The Coordinated Entry System (CES) facilitates the coordination and management of resources and services through the crisis response system. CES allows users to efficiently and effectively connect people to interventions that aim to rapidly resolve their housing crisis.

**What is the Safe Parking Program?**
LAHSA has established a countywide Safe Parking Program that allows for overnight parking at predetermined locations for homeless individuals and/or families who currently dwell in their vehicles. Safe Parking programs further the concept of “No Wrong Door,” as the program can be used to connect homeless individuals to service providers and case management services, including the Coordinated Entry System (CES).