

COUNTY OF MARIN



DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PLANNING AND ADMINISTRATION

REQUEST FOR PROPOSALS (RFP)

Homelessness System of Care – Strategic Refresh
RFP-HHS-2026-14

AMENDMENT 2

THE FOLLOWING CHANGES, MODIFICATIONS, CORRECTIONS OR ADDITIONS AS HEREINAFTER SET FORTH SHALL APPLY TO THE REQUEST FOR PROPOSAL DESCRIBED ABOVE AND SHALL BE MADE A PART THEREOF AND SUBJECT TO ALL REQUIREMENTS THEREOF, AS IF ORIGINALLY SPECIFIED AND/OR SHOWN.

CHANGE(S):

- Replaces Attachment B - Scoring Tool and provides correct Max Point total of 100 and correct submission date.
- Replace Attachment C – Budget Worksheet and provides correct budget template.
- Amends section V, subsection B to clarify and fixes changes within the RFP (see below):

AMENDMENT DATE ISSUED:

October 13, 2026

AMENDED SUBMISSION DEADLINE:

October 28 2026, by 3:00 PM PST

The County of Marin Health and Human Services Department does not discriminate on the basis of sex, race, color, religion, age, sexual orientation, disability, marital status, national origin, citizenship status, genetic information, gender identity and expression, AIDS/HIV, medical condition, political affiliation, military or veteran status, or status as a victim of domestic violence, assault, or stalking in employment or in its educational programs and activities. Requests for disability accommodations may be made by phoning (415) 473-4381(Voice), CA Relay 711 or by e-mail at disabilityaccess@marincounty.org.

III. REQUIREMENTS AND EXPECTATIONS FOR GRANTEES

Required Proposal Contents

Proposals must include the following components in the order listed below. Proposers are encouraged to be clear and concise while providing sufficient detail to demonstrate feasibility and capability.

Applicant Capability (Limit 3-5 pages per Program Proposal)

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1. Cover Letter

1. Understanding of Purpose and Scope (facilitation-driven Strategic Refresh; not a new plan)
2. Proposed Facilitation Approach and Workplan (meeting sequence, methods, and expected outputs by session)
3. Stakeholder Engagement Plan (including lived experience engagement approach)
4. Synthesis and Iterative Drafting Method (how input becomes post-session summaries and evolving drafts)
5. Responses to the required race equity questions.

a. Budget and Cost Proposal (Attachment C)

Submit a detailed cost proposal that is reasonable, clearly tied to the proposed workplan, and sufficient to complete the full scope of work and deliverables described in this RFP. At minimum, the cost proposal must:

1. Identify a total not-to-exceed amount.
2. Present costs by task/deliverable or project phase aligned to the workplan.
3. Include labor detail (as applicable), including staff names or roles, billing rates, and estimated hours by task.
4. Itemize any proposed direct costs (e.g., local travel, meeting-related costs), including calculations and assumptions.
5. Clearly describe any proposed subcontractor costs and related scope of work.

The County prefers budgets that support milestone-based invoicing and deliverables-based payment. Budgets should reflect a time-limited Strategic Refresh effort and must not include costs associated with development of a new strategic plan.

C. Non-Collusion Affidavit (Attachment E)

D. Budget Worksheet (Attachment C)

Submit a detailed cost proposal that is reasonable, clearly tied to the proposed workplan, and sufficient to complete the full scope of work and deliverables described in this RFP. At minimum, the cost proposal must:

1. Identify a total not-to-exceed amount.
2. Present costs by task/deliverable or project phase aligned to the workplan.
3. Include labor detail (as applicable), including staff names or roles, billing rates, and estimated hours by task.
4. Itemize any proposed direct costs (e.g., local travel, meeting-related costs), including calculations and assumptions.
5. Clearly describe any proposed subcontractor costs and related scope of work.
6. The County prefers budgets that support milestone-based invoicing and deliverables-based payment. Budgets should reflect a time-limited Strategic Refresh effort and must not include costs associated with development of a new strategic plan.

RECEIPT AND ACKNOWLEDGEMENT

PROPOSERS ARE REQUIRED TO ACKNOWLEDGE RECEIPT OF ADDENDUM NO. 2 BY SIGNING BELOW AND RETURNING IT WITH THE SUBMITTED PROPOSAL PACKAGE.

SIGNED BY: _____

PRINTED NAME: _____

COMPANY NAME: _____

DATE: _____